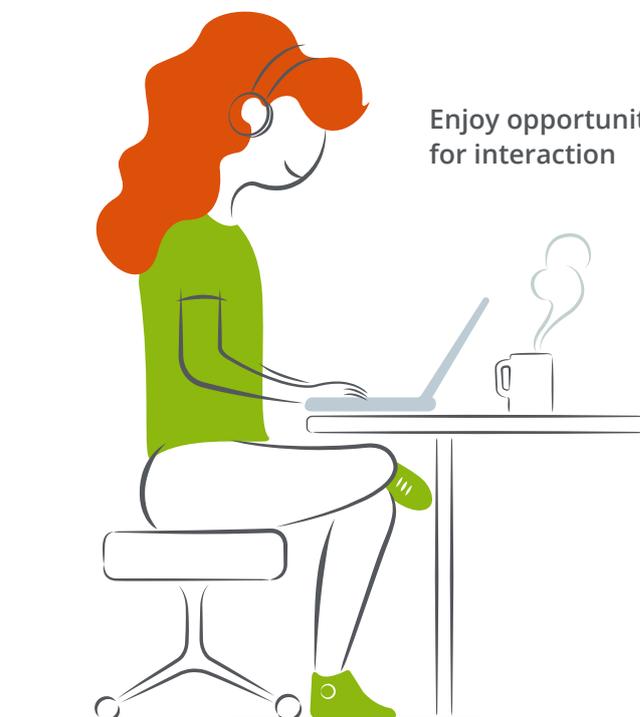


Working from home - **Extraversion** and **Introversion**

How does a preference for **Extraversion** or **Introversion** affect what we need when working from home?

Extraverts



Enjoy opportunities
for interaction



Like some background
noise



Prefer a busy and lively
environment



Like plenty of stimulation

Tips

- Make use of technology to connect with people regularly and **keep your energy topped up** e.g. group calls and messenger
- Connect with people **socially**, as well as for meetings and work e.g. call people just to say “hi”
- **Get used to using video when calling others** – seeing people’s faces is likely to make the interaction more interesting and allow you to connect better
- Think about ways you could make your home environment more stimulating e.g. put the radio on
- See this as an opportunity to **get in touch with your more reflective or creative side** – you might find you have the space to be more innovative or to concentrate better.
- Make sure you include and **connect with your introverted colleagues too** – don’t assume they don’t want to hear from you!

Introverts



Tips

- Carve out a workspace for yourself at home that fulfils your needs and **allows you to concentrate without too many distractions**
- If you are sharing your home with family members, children or pets, **make time for them too** – you might want to agree times to interact and times you want to focus.
- Make the effort to regularly check-in with colleagues, your manager and direct reports to stay connected – **it's a myth that introverts don't need people!**
- You may find yourself getting absorbed in your work – **remember to move around**, take breaks and eat lunch!
- Although you may not feel naturally inclined, make the effort to initiate contact with others or ask for clarity – **you may need to reach out more to communicate your needs.**
- Make sure you **connect with your extraverted colleagues** – they are likely to appreciate the interaction and contact.

Overall, remember that the best way to find out what your colleagues need and want from you is to **ask them!** Use these ideas to strike up a conversation with your co-workers so you can work more effectively together at home.