


GUIDE TO CONVERTING YOUR
WORKSPACE INTO A

PRO HOME OFFICE



ACTIU



The digital revolution that has taken place over the last few decades has seen slow progress in the transformation of workplaces, although it has made significant strides over the past year. New technologies enable greater flexibility and agility in order to meet professional objectives and, in turn, allow them to be aligned with personal activities.

The emergence of the Home Office signifies a new way of approaching work, leaving behind the lack of flexibility and predefined patterns in favour of an emphasis placed on people and the activities to be performed which, in turn, also contributes to cutting down on operating costs, as well as lessening the impact on the environment. Modern digital tools and today's hyper-connected world also foster this working formula, whether full-time or part-time.

At ACTIU, we are driven to provide whatever is needed for people to bring their different projects and professional activities to life in an optimal workspace. For this reason, due to changes brought about by the COVID-19 pandemic, we want to do our part; backed by more than 50 years of experience, technology, health and respect for the environment, we have created a book of guidelines on how to create a Home Office environment that fosters well-being, and, in turn, productivity.

Jana Fernández

Jana is an expert in Psychoneuroimmunology and Brain Biochemistry (CEU - Cardenal Herrera University). She is the author of the popular Spanish blog janafernandez.es A Guide To Live Well.

Through mentoring, giving talks and delivering training, she helps others to achieve physical, mental and emotional well-being by getting enough rest. Her guidelines and tips have shaped the contents of this eBook, which will help you boost your performance in your workspace.

Carla Juliá Pérez

Carla is the Head of Interior Design Projects at ACTIU. She holds a degree in Plastic Arts and Design, Decoration Management and Interior Design from the Escuela de Arte y Superior de Diseño de Alcoy (School of Arts and College of Design of Alcoy). She sees interior design as the opportunity to create spaces through the operational mastery of conceptual, poetic, technical and cultural languages.

In this eBook, she puts forward her selection of trends to shape Home Office spaces that are capable of inspiring and contributing to the well-being of their inhabitants.

WORKING FROM HOME IS NOT THE SAME AS WORKING REMOTELY

In the wake of the coronavirus pandemic, 2020 saw a sharp rise in the number of people working remotely. It is highly likely that many people who once longed to work remotely have now seen through the myth, because what they've been doing over these past few months was not working remotely, but rather working from home.

Working from home is that crossover, that 'no-man's-land' where many people have been left to their fate: somewhere between working in a physical workspace and working remotely, which affects not only logistical matters but social, emotional and physical matters as well.

Now is the time to lay the foundations of this new labour paradigm, this new way of working remotely. Furthermore, it is also the time to re-think things, for those who are going to go back to the office at some point and for professions that do not lend themselves to remote working, evaluating whether we can improve our traditional way of working to adapt it to our life, so that our lives don't have to adapt to the four walls of the office.

In this book, we will look at tools and resources for maintaining physical well-being through the workspace, mental well-being through work hours, and emotional well-being through working relationships, no matter where your workplace is...

- 01 / Working styles in relation to the space in which they are carried out**
- 02 / Design of a PRO Home Office space**
- 03 / Ergonomics**
- 04 / Management and organisation of a PRO Home Office**
- 05 / Habits**
- 06 / Design trends**

**.In-person
.From home
.Remote
working**

01

**/ Working
styles in
relation to
the space in
which they
are carried
out**

01

/ In-Person Work

In-person work is performed in a physical space designed exclusively for work, with communal spaces such as a canteen, for example. On the other hand, the equipment supplied by the company and staff have access to all the latest supplies, technology, ergonomics, etc. Furthermore, a fixed schedule is put in place by the company which, in turn, is a way of tracking the work being carried out, along with verifying that employees are physically present in the space.

/ PHYSICAL SPACE.

Designed exclusively to be worked in. It has spaces of a "familiar" nature such as the canteen.

/ FURNITURE.

The company provides the best possible equipment with regard to supplies, technology, ergonomics,...

/ TIME MANAGEMENT.

Fixed schedule set by the company.

/ PRODUCTIVITY TRACKING.

Physical presence and schedule.



/ PHYSICAL SPACE.

Designed exclusively for family life, which becomes a multipurpose space.

/ FURNITURE.

Non-professional. Used for domestic life; connections and supplies are quite often inadequate for the job in question.

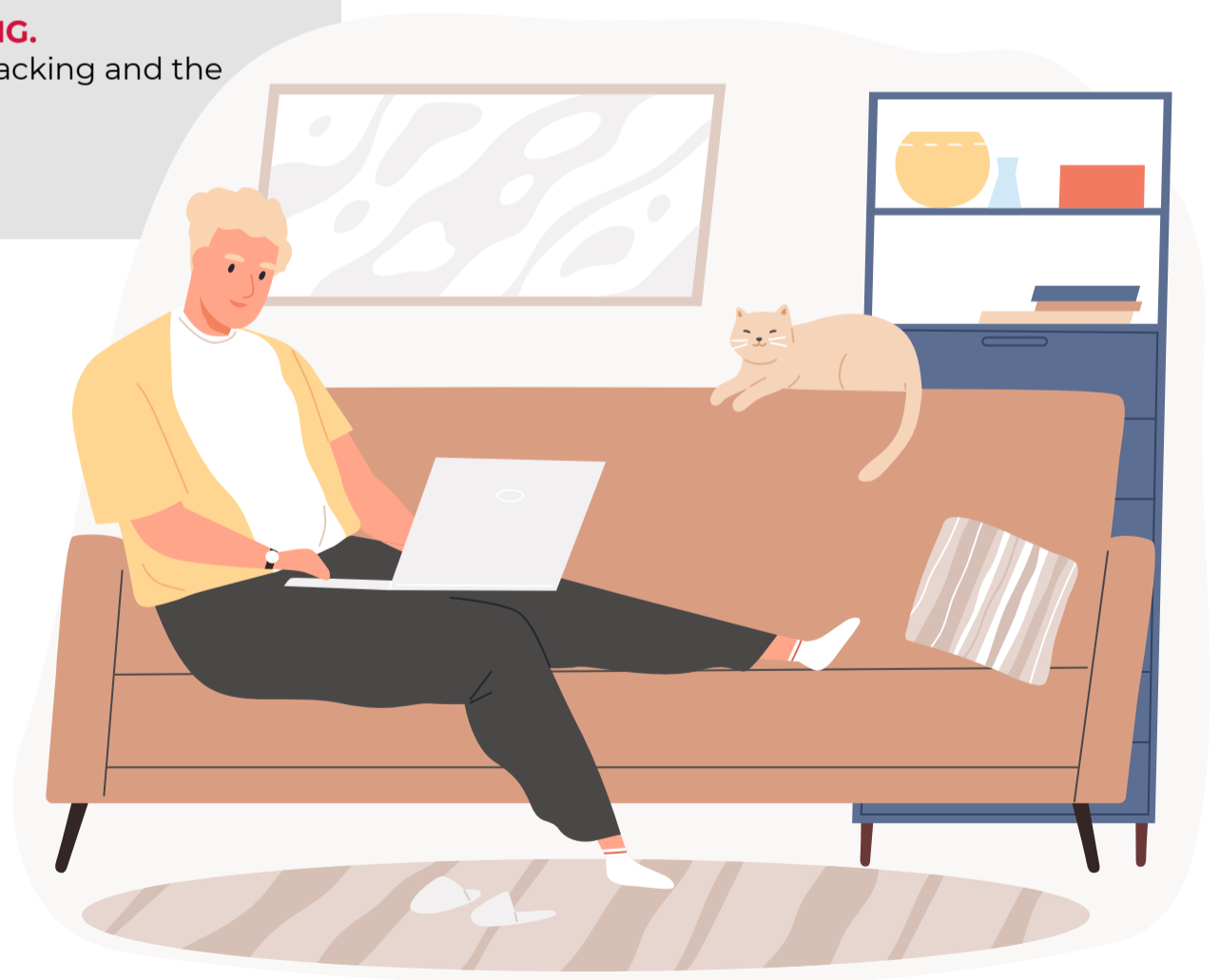
/ TIME MANAGEMENT.

Fixed schedule set by the company but with full availability, and also balanced with the other schedules at home: school, rest, chores,...

/ PRODUCTIVITY TRACKING.

Crossover between time tracking and the achievement of objectives.

Working from home often involves a physical space that is designed exclusively for family life, but which takes on a multipurpose use. Moreover, the furnishings available are not of a professional standard, but rather the kind used in domestic life, sometimes unsuitable for our work. When it comes to time management, the fixed schedule set by the company is juggled with other schedules such as school, rest, household chores, etc. And, last but not least, productivity tracking is somewhere between time tracking and the achievement of objectives.



01

/ Remote working

Remote working is approached somewhat differently. The physical space is a specific place devoted to working within the family living space. The furnishings are adequate to cover the needs of the job, whether it's your own furniture or furniture that has been supplied by the company. Time management entails juggling work with personal responsibilities. And, finally, productivity tracking looks at performance, the achievement of objectives and completed projects.

/ PHYSICAL SPACE.

Specific workspace within the family living space.

/ FURNITURE.

You are aware that you are working, therefore you have decent furniture that allows you to do your job while fulfilling your domestic needs, or the furniture is provided by your employer.

/ TIME MANAGEMENT.

Flexible schedule that you set yourself, depending on your level of productivity, when your clients are available, your personal responsibilities,...

/ PRODUCTIVITY TRACKING.

Performance, the achievement of objectives and completed projects.



• **space**
• **Well-being**
• **sustainability**

02

/ Creation of a PRO Home Office space

Working from home has numerous upsides. These include choosing how and when to work, an improved work-life balance and reduced business and commuting costs. Nevertheless, in order for this new way of working to be productive and, above all, comfortable, **it is of the utmost importance to carefully plan out what your Home Office**, the professional space in your home, will look like.

Firstly, the right location must be chosen.

Regardless of how long you will be working for, it's a good idea for the space you choose to be away from televisions and areas of transit, to prevent you from becoming distracted and interrupted.

/ ORDERLINESS

Orderliness is a key factor in getting rid of distractions, enabling you to focus on the work at hand. To round off the functionality of the space, a storage unit with drawers is recommended to prevent having things lying around that clutter up the room.



/ INTERIOR DESIGN / LIGHT

The interior design delves deeper into the strategy to make working at home as efficient, productive and comfortable as possible. Paying attention to materials, textures and colour tones opens up a range of possibilities to create the kind of workplace you want. By bringing all the different elements together, you can transmit different things such as energy, seriousness or a feeling of harmony, for example.

Light also plays a significant role in space management. On the one hand, windows are a source of natural light, which, during daylight hours, contribute to ensuring you have an open working environment that is highly conducive to concentration. On the other hand, white artificial light is a suitable lighting source when there is no adequate source of natural light available, as opposed to yellow artificial light, which is used to create environments that lend themselves to relaxation and disconnection.



/ RELAXATION CORNER

You may want to make a space for reading or a relaxation corner where you can switch-off. This is the so-called softseating area, creating a serene environment where we can give our brains a much-needed break, as it has been proven that people are much more productive and imaginative when they take breaks throughout their work day.

It is also imperative to use colour correctly, through shades with healthy properties that add that little bit of extra comfort. Shades such as green, blue and yellow foster well-being and creativity, while bright colours such as red or orange should be used sparingly, on specific elements that you want to make stand out.



02

/ Healthy Space

Health is important and it's even more so in the home. When designing new home workspaces, using formaldehyde-free materials is a definite trend. Formaldehyde is a chemical compound that increases the risk of certain diseases. It's thus important to generate an environment with less formaldehyde in order to foster both productivity and well-being.



02 / Sustainable Space



The Home Office should seek to protect the planet as much as possible. For this reason, it is a good idea to incorporate materials that are recyclable, restrict the use of plastic and ensure that all the material used, whether paper, toner, etc., can be placed in the corresponding bins for their efficient disposal. Similarly, LED lights should be used to lower your electricity consumption and all equipment should be turned off when the Home Office is not in use in order to avoid wasting energy unnecessarily.

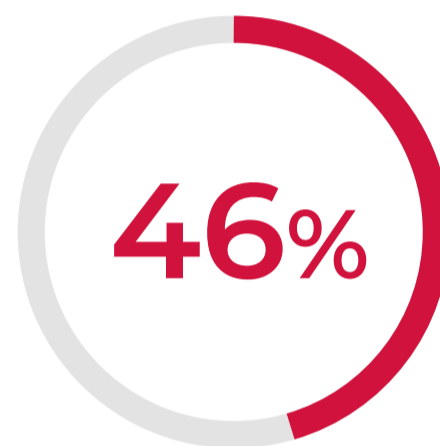
It has been proven that working remotely in unsuitable conditions can result in musculoskeletal injuries, visual and mental fatigue, a tingling sensation in the arms and legs as well as headaches and other ailments.

Musculoskeletal pain



Using unsuitable and makeshift furniture to equip home workstations causes musculoskeletal **problems** affecting the health of 6 out of 10 remote workers, according to the results obtained in a study conducted by Actiu that 400 professionals participated in with different profiles.

Makeshift workstation



In the survey, 46% of respondents stated that **their work station is makeshift and temporary, using some of the furniture they already had at home**, while 33% state that they have a small workspace with basic work furniture, whereas only 17% say that they have a permanent, comfortable and ergonomically-equipped space.

These results demonstrate the importance of using office chairs and desks that are suitable for each function, whether in the office or in our home office. A need that is of the utmost importance now that remote working is governed by the Royal Decree-Law on Remote Working, which implies that remote working is here to stay.

Working from a Home Office space involves spending as much time working, if not more, as in the office. During this time, the body may suffer, giving rise to muscle, bone and joint problems. In that regard, **ergonomics must be at the heart of all products used to furnish the Home Office.** Because the objective should be to feel as if you are in a professional environment by using furniture designed for professional use.

According to the Director of Innovation at the Biomechanics Institute of Valencia (IBV), Rosa Porcar, the Home Office is a workspace, whether used on a regular basis or from time to time, that must take into account occupational hazard requirements and the consequences thereof. This furniture directly affects worker health.

The chair should always be chosen from an **ergonomic** point of view. A design that adapts the configuration of the piece to the postural and physiological needs of the human body is a **guarantee of comfort.** Bearing in mind the number of hours spent working in a sitting position, choosing the right office chair is a decision that should not be taken lightly. Ergonomic furniture, as well as doing mobility exercises, can help to prevent pain arising from poor posture. The right chair and desk should be comfortable and allow the person to maintain good posture. The factors to be taken into account are the following:

Head upright.

Relaxed shoulders.

Straight spine.

Looking straight ahead.

Arms and legs forming a 90° angle. Hands in line with the arms.

Computer monitor in the centre of the line of sight.

Easily accessible reading material.

Suitable and moderate lighting.

Mobility and stretching exercises.

Feet firmly on the ground or footrest.

Movable chair base so that effort is made using the legs and not with the torso.

It must comply with the UNE-EN 1335 standard for task seating and the UNE-EN 527 standard for office desks.





To sum up, now more than ever well-being is the key to a productive work day even when you're not in your usual place of work, in an environment that you do not usually work in, where there are likely to be distractions that you wouldn't have in the office. Therefore, the need for quality furniture that ensures comfort becomes even more evident, regardless of whether you work full-time or part-time in your Home Office. Furnishing a remote working space with products designed and manufactured for high-performance workplaces allows you to set up a professional space at home while maintaining high levels of productivity and efficiency, in addition to caring for your health.

Efficiency Planning

04

Management and Planning in a PRO Home Office

Having a fixed work schedule is a great way to stay focused while prioritising the fulfillment of tasks. Whereas, when it comes to a Home Office, keeping up this schedule could be disrupted by personal life getting in the way.

Although remote working allows workers to spread out their work hours throughout the course of the day, in line with their individual needs, ultimately it will always depend on the job and the objectives to be met.

Splitting up work hours into small chunks of time is a way of finding the work/life balance. One can plan their working day around whatever tasks need doing, as and when the worker will be most productive. This is also true for finishing off the working day, which must end at the time decided on beforehand.

Maintaining your attention span is vital, something that has become tougher in recent years as a result of new technologies and the infinite number of stimuli that can distract us from our daily lives. In this situation, it is advisable to group your tasks depending on the level of attention they require, focusing on the tasks that need the most attention when one is likely to be at his/her most productive. A good idea would also be to turn off email notifications or phones in order to prevent distractions when performing tasks that have no need for them. And last but not least, a harmonious space is extremely important to prevent external elements from causing distractions and interruptions.





Not making things up as you go along not only helps to save a lot of time, it also prevents frustration and regret. Therefore, some things may need to take precedence over others.

One of the best ways to manage your time is to classify things as either urgent or important. Both urgent and important things are unavoidable, so it becomes a question of finding the right balance to devote the biggest chunk of time to what is important and only the time necessary to the urgent matters. The following table shows how to distinguish between what is urgent and what is important:

	Urgent	Non-urgent
Important	Critical Submission deadline Serious issue	Planning Prevention Making lists
Unimportant	Telephone calls Interruptions Meetings	Banalities Certain calls Social networks "Passing the time"

The first quadrant has all the things that are deemed urgent and important, such as medical appointments, project submissions or unexpected repairs.

The **second quadrant** has important, but not urgent, activities that can be **prepared and planned ahead of time**, such as doing a presentation, planning a holiday or a routine medical check-up.

The **third quadrant** has urgent but **non-important**, activities, such as responding to WhatsApp messages, emails and phone calls you have been putting off. In general, anything that could be deemed a distraction.

The **fourth quadrant** has everything that is neither urgent nor important, for example, **things that have no value** which also require a significant amount of time, such as browsing social networks with no specific objective in mind.

/ Work sheet

	Urgent	Non-urgent
Important		
Unimportant		

/ Work sheet

Start

Tasks and needs

Date

Start	Tasks and needs	Date

/ Work sheet

Monthly objectives.

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Important dates.

Notes.

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/ Work sheet

Weekly planning.

Important appointments:	Don't forget to:
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Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

/ Work sheet

Daily planning.

DATE. / /		M	T	W	T	F	S	S
MORNING	MIDDAY	EVENING/NIGHT						
PURCHASES/ERRANDS		NOTES						
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• Eat well • Move well • Rest well • Manage stress • Live well

What is done outside of work has an impact on our work relationship and, in turn, our results. Therefore, it is of the utmost importance to acquire habits that help to improve our work performance and personal relationships at work.

The small changes that can be implemented on a daily basis play a part in achieving the objectives we set. Quite often these objectives imply a radical change, which is why it is preferable to look at these changes as small transformative habits that ultimately give way to the significant change being achieved.

Below is a template for acquiring small habits to achieve a healthy lifestyle that impacts, first and foremost, our health and, subsequently, all facets of life, both at work as well as in the family and social realm.



Firstly, it is best to **seek the help of a professional who will come up with a personalised, constantly updated nutritional plan**, in other words, not a temporary plan with a specific goal in mind such as getting ready to show off your body on the beach.

Secondly, it is advisable to **consume food rather than products**. This is better known as realfooding or eating unprocessed food, i.e. fresh food.

Thirdly, a **balanced diet** involves consuming **local and seasonal produce**. It is much healthier than eating fast food, which, in addition to being unhealthy, also has a greater

negative impact on the environment.

Lastly, **eating fat is a must**. The brain consumes 25% of the food eaten that is metabolised by the body. Restricting foods that are rich in healthy fats such as nuts, avocados, olives, coconut, eggs or oily fish can cause difficulties in concentration and memory. On the other hand, hydrogenated fats in ultra-processed foods should be avoided as much as possible.

The following template can help you outline your weekly eating plan.

/ Work sheet

Weekly menu.

WEEK. From to of the year 20 .		
MONDAY	TUESDAY	WEDNESDAY
THURSDAY	FRIDAY	SATURDAY
		SUNDAY



As previously mentioned, in the workspace it is very important to have a good chair and a good desk that allow us to sit ergonomically. Nevertheless, it is also extremely important for our posture that we develop strong and toned muscles. The abdominal belt supports the lumbar spine, so it is important to do specific exercises to strengthen this region.

Our muscles must be both strong and flexible. Therefore, stretching and flexibility exercises are key. Joints shouldn't be neglected either; good mobility of the hips, wrists and shoulders can help prevent pain.

Once again, seeking professional help is highly recommended to come up with a personalised exercise routine. Bear in mind that discipline plays a fundamental role in ensuring that physical activity is done on a regular basis, which will lead to significant improvements in our health.

Exercise, and in particular aerobic exercise, can increase the secretion of a number of neurotransmitters such as epinephrine and dopamine that help improve memory. Furthermore, exercise causes the brain to secrete a number of substances such as endorphins that relax the body and relieve negative moods. Therefore, physical activity has a direct impact on balancing energy levels and regulating the circadian rhythm that ensures the daily sleep-wake cycle is working properly.

The WELL certification encourages movement, understood as a model of an active lifestyle that includes physical activity and constant change within spaces. Creating layouts that make people want to get up and walk around, incorporating flexible furniture for working both while sitting down and standing up, and encouraging the use of stairs instead of lifts are some of the measures that companies are already adopting.

/ Work sheet

Training plan.

OBJECTIVES.

MONTH.

	WEEK 01	WEEK. 02	WEEK. 03	WEEK. 04	WEEK. 05
Monday					
Tuesday					
Wednesday		REST		REST	
Thursday					
Friday					
Saturday	REST		REST		REST
Sunday	REST	REST	REST	REST	REST

Rest is fundamental if we are to perform at our best. Sleeping less to do other activities instead can be extremely counterproductive, leading to serious negative effects on our health.

Sleep deprivation is a cultural problem:

/ We are instilled with the belief that we have to be productive 24/7.

/ Healthy living habits are not taught at school; nutrition is not taught, physical education classes get you nowhere and learning how to get into a proper sleeping routine is rarely, if ever, discussed.

/ There is a general lack of knowledge regarding the important functions of sleep when it comes to physical, mental and emotional health.

/ There is no connection between our biological clock and the cultural and working clock set by society. If the average working day finishes at 8:00 pm, if leisure is always accompanied by the word "evening", and if the average person has dinner at 10:00 pm, then it's no wonder that we aren't getting as much sleep as we should.

/ Daylight hours are the main reference for regulating sleeping hours, however, we are becoming increasingly sedentary and nocturnal.

The importance of sleeping well:

/ Sleep is essential for brain functions such as the ability to learn, to memorise and to make decisions by applying logic.

/ Sleep enhances and strengthens the immune system, which is responsible for protecting us against viruses and infections.

/ While we sleep, the body's metabolic state is balanced by harmonising insulin and blood glucose levels.

/ Sleeping regulates the appetite by keeping the levels of ghrelin and leptin in check, the hormones responsible for the feeling of hunger and satiety. This is why continuous sleep deprivation can lead to diseases such as diabetes and obesity.

/ Sleep is a key factor in maintaining the health of the microbiota. Sleep helps to keep the sympathetic nervous system in balance, in other words, to keep cortisol at bay, a hormone that damages bacteria, fungi and other microorganisms that inhabit the microbiota.

/ The largest amount of growth hormone is secreted during the night. This is essential, especially for children and adolescents in full physical and cognitive development. It is also important for adults, as this hormone is responsible for repairing tissues damaged throughout the day.

/ A quality night's sleep helps to make use of the amygdala and the prefrontal cortex in a balanced way, in order to correctly manage our emotions. Not getting enough sleep can

alter the relationship between both parts of the brain, resulting in sudden and extreme mood swings.

/ While we sleep, the brain cleanses itself, the lymphatic system cleans the waste produced by the central nervous system that works in a similar way to the lymphatic system, which is responsible for getting rid of the waste produced in the rest of the body. There are studies that link Alzheimer's disease with the excess toxic protein that is secreted in the brain called beta-amyloid. The build-up of plaques of this protein can play a part in the progressive loss of memory over time.

/ Another system that is disrupted by sleep deprivation is the cardiovascular system. Not getting enough sleep can cause high blood pressure and, moreover, lack of sleep progressively deteriorates the tissue that forms major blood vessels such as the coronary arteries, which are responsible for carrying blood to the heart.

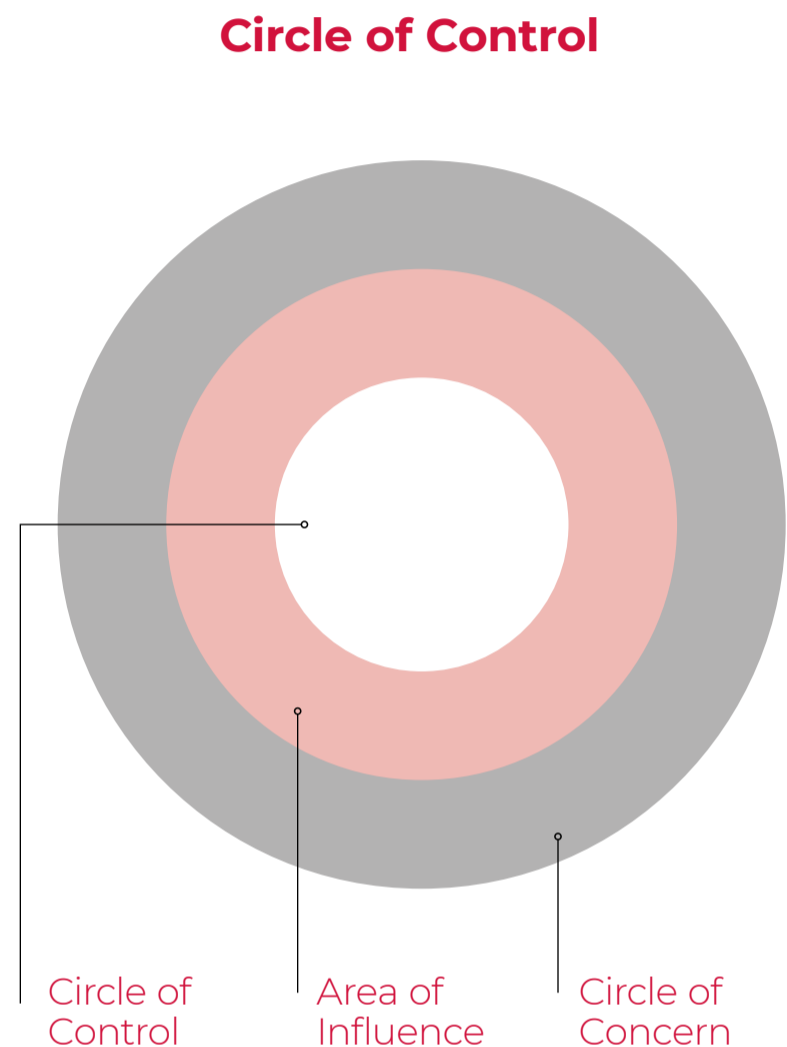
The serious consequences of continuous sleep deprivation are felt in the long term. However, there are other signs, generally aesthetic, that are very noticeable even after just one night of bad sleep: dull skin tone, bags around the eyes, breakouts, dull hair, swelling and inflammation, these are indicators that tell us we need to do something about the problem before it is too late.

One's attitude to life is of the utmost importance. Therefore, we need to put aside our controlling and perfectionist traits in order to correctly adjust our attitude.

One of the best tools is **Stephen Covey's Circle of Control**. This is an extremely practical tool for situations where one feels that things are beyond their control.

It's not so much a question of learning to change your attitude, but of being able to distinguish between issues you have no control over from those that you do to some extent.

Covey proposes three concentric circles: the Circle of Control, the Area of Influence and the Circle of Concern. The Circle of Control includes everything that depends entirely on yourself. For example, maintaining healthy lifestyle habits so as not to become sick.



The Area of Influence includes things that can be acted upon, but that are not entirely dependent on yourself. For example, trying to get the rest of the family to lead a healthy lifestyle by providing them with information and helping them, even though the final decision, actually taking action, is up to them.

The Circle of Concern includes things which cannot be acted upon and therefore we should try to stop worrying about: for example, a husband or wife who is reluctant to give up a sedentary lifestyle. No matter how much information or help we give them, it's important not to become overwhelmed or obsess over the possibility of them falling ill.

The following template can help you practice this exercise.

/ Work Sheet

What is in my
power to change?

Circle of
Control.

Area of
Influence.

Circle of
Concern.

.Love
.Gratitude
.Self-compassion
.Enthusiasm
.Moments

Enjoying life doesn't have to be just about shopping, going on holiday, having parties and being seen in the trendiest spots. Focusing too much on "having" and "doing" instead of just "being" is a waste of time and energy.

Enjoying life should consist of the following:

/ LOVE

Enjoying people's company is the first step to enjoying everything else. Human beings are a social species by nature, requiring contact with others and needing to have a sense of belonging to a group in order to thrive.

It is interesting that, in a society that is increasingly connected thanks to technology, we are becoming increasingly disconnected from one other. Likes and comments have replaced hugs, and self-help books have replaced meeting up with friends over a cup of coffee.

We are living in an age of material abundance, but also of emotional scarcity. Nevertheless, as a result of the pandemic, we momentarily stopped being consumers and went back to being citizens again. Concern for a micro-community has made a comeback, in other words, caring for and tending to others.

/ GRATITUDE

It is enough to simply cultivate an attitude of gratitude and to appreciate your personal achievements and the things you enjoy on a daily basis, such as a good meal, your partner, a sunny day, etc.

/ SELF-COMPASSION

The first step in self-compassion is to treat yourself with love and kindness, by not setting yourself up with unrealistic and unattainable expectations. Because there is no greater stress in this life than being self-demanding, obsessed, controlling and a perfectionist. The second step is, once again, to be grateful.



/ ENTHUSIASM

To cultivate enthusiasm is to cultivate your hobbies, the things that you are passionate about; whether it be football, pottery, ballroom dancing, entomology, numismatics, the great battles of history, heraldry... Without worrying about what others may think about it.

/ MOMENTS

This is the age of abundance, but it is also the age of experience. Now it's not just about clothes, services, travel or restaurants, it's about experiences. Enjoying life has become about collecting experiences and, of course, sharing them for all to see.

.CONCLUSION

In light of this, the best thing to do is to collect moments instead of experiences; ordinary, day-to-day actions, moments that form routines. Because routines are good, they are habits that allow us to grow and move forward, routine is the path, the way towards achieving an objective. The problem doesn't have to do with repeating actions, but rather doing something you've been forced to do (forced either by yourself or by others), some-

thing you really don't feel like doing.

Breaking with routine and getting out of your comfort zone are strategies that advocate for hyperactivity and that can lead to frustration. Human beings are creatures of habit and customs that seek comfort. Changing and evolving is beneficial if it's the way to go about achieving what we're after, but constant change does not bring happiness. Instead of going against our nature, we must create a routine and a personal comfort zone, one that never needs to be escaped in order to find our happiness.

.Nature .Mediterranean .Industrial .Nordic

All eyes are on the home, perhaps now more than ever before. Activities that had not been entertained until now have started being done and, in the process, we have seen how spaces have been reorganised.

One of the most visible consequences of this situation is the creation of workplaces in homes, the so-called Home Offices, places that adhere to standards of functionality, efficiency, productivity and comfort. It is no longer just about setting up a temporary workstation at the dining table. Homes require truly professional desks and chairs because the productivity and, in particular, the health and well-being of workers will depend on it.



NATURE

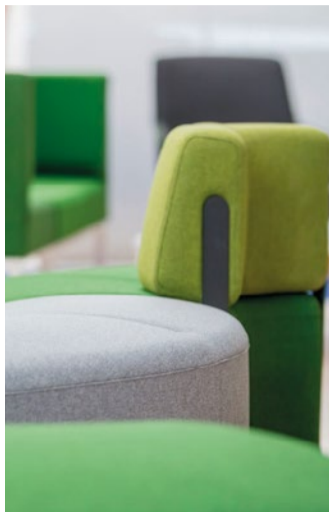
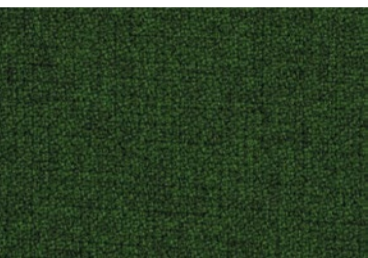
Nature is our home

Concept

A home office inspired directly by nature. The nature-inspired style creates fresh and balanced spaces, with light at the heart of it, whose objective is to transmit the peace and harmony of the outdoors. Some of the products that best suit this style are the Cron office

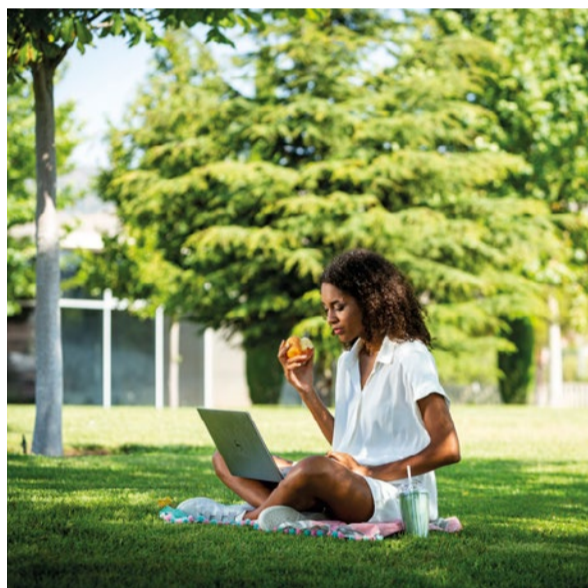
chair, the Noom 50 meeting chair and the Bend soft seating range, an ideal complement to this style thanks to its rounded and organic designs.

Furthermore, following the line of natural tones, the Prisma table and the Cubic filing cabinet in cream will add the finishing touch to a nature-inspired workspace.



/ COLOUR

The colours that best represent nature are green and brown or shades of cream. To recreate a nature-inspired style, it is a good idea to go for an oak finish for the furniture combined with shades of green in the textiles. Both will make the user feel as if they were outdoors, in touch with nature.



/ MATERIALS

A nature-inspired style must always be supported by natural materials. Fabrics such as wool, cotton or linen are a safe bet for textiles, whereas wood is a good choice for furniture. Fabrics with natural fibres such as wicker or rattan can be used for decorative elements.

/ INTERIOR DESIGN

A nature-inspired home office should provide peace of mind to those who use the space. Using finishes of this type for decorative elements such as rugs will help generate that feeling of being in touch with nature. The different shades of green should be included through upholstery, lamps or any other decorative object. A key element in creating a nature-inspired space is to decorate the room with fresh vegetation that brings life into the home. Plants and flowers combined with glass vases, glasses or metal bowls will successfully transmit serenity and well-being. In the same way, including prints with plant motifs in the decoration will help the space to achieve its overall harmony.







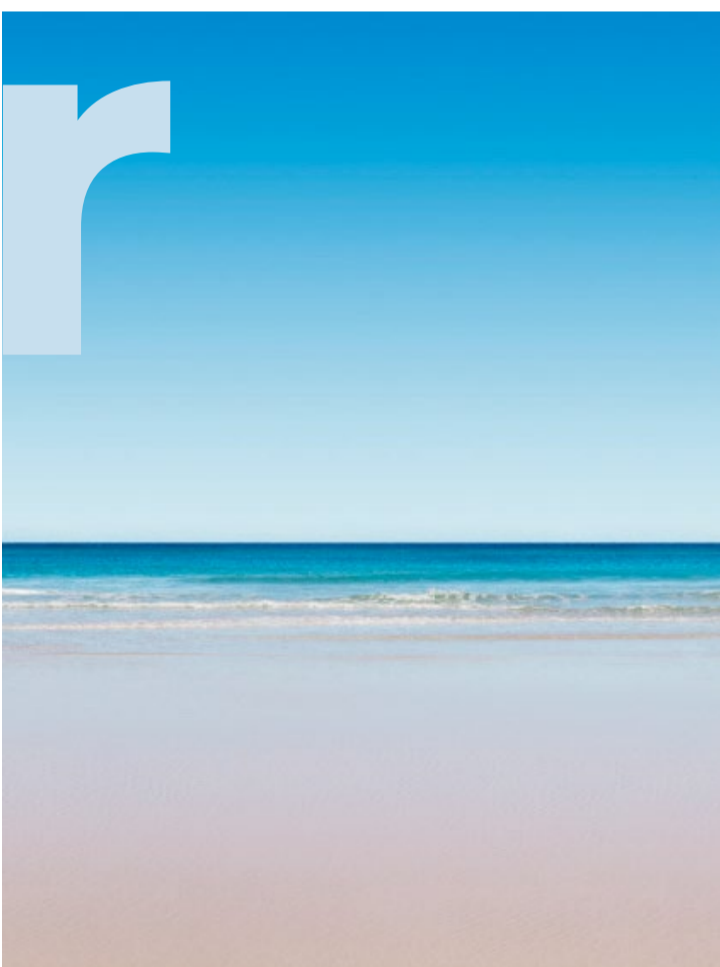
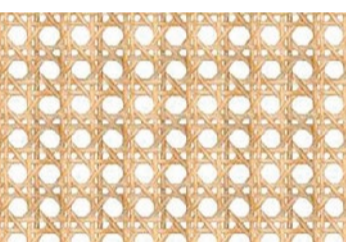
MEDITERRANEAN

Enjoy the waves

Concept

Inspired by the culture of the countries of the Mediterranean basin, this style has light at the heart of it. This light evokes the warmth of the sun and the freshness of the sea that characterises these countries.

A Mediterranean-inspired room will have a spacious and bright atmosphere, ideal for relaxation and for making you feel like you are living outdoors. The Longo table and storage solution in white and with wooden legs are perfect for this type of home office. The Noom 30 chair will give you the essential touch to recreate the Mediterranean style.



/ COLOUR

The blue of the sea in all its shades is the basis of any decorative style that seeks to evoke the Mediterranean. Together with the yellow that represents the sun, and earthy tones such as beige and ochre, they make up the characteristic colour palette of the Mediterranean style, which is supported by a white canvas reminiscent of the whitewashed façade of coastal towns. In contrast, dark floors add a touch of cosiness to this interior design style.

/ MATERIALS

The Mediterranean style uses materials with pure and fresh finishes such as wood or glass that provide brightness. These materials are combined with dark terracotta, tile or ceramic floors, traditional materials from the Mediterranean basin that help to achieve the unmistakable sensation of being right by the sea. The fabrics that prevail are closely linked to nature, either because they come from nature itself, such as linen, or because they seek to preserve it, such as the Felicity fabric made from recycled plastic, giving it a new lease of life and preventing it from ending up on the seabed.

/ INTERIOR DESIGN

For the decorative details, handcrafted elements made of clay, wicker or glass must not go amiss. Vegetation such as dried herbs and fresh flowers will help add texture to the spaces. Textiles and decorative elements in shades of blue are the key for a room to give off the warmth of the sun and the freshness of the Mediterranean.

06

/ Mediterranean





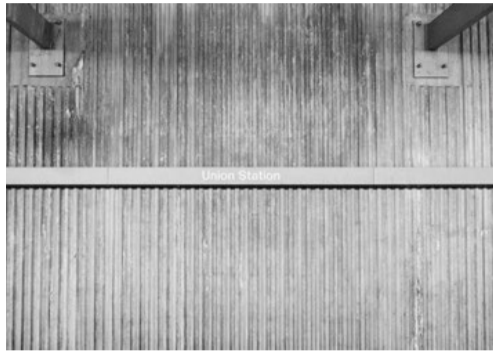
INDUSTRIAL

Lifestyle

Concept

The industrial style is characterised by elements associated with old factories, workshops, garages, etc. These objects go together with other current trends such as recycling and the use of vintage pieces. It is an eclectic and timeless style where metallic tones and black prevail. Options such as the

Talent 500 height-adjustable table, which improves the capacity for concentration and productivity, along with the avant-garde TNK Flex in shades of grey and black and a Buck metal filing cabinet, are the perfect choice for an industrial-style home office.



/ COLOUR

To pull off an industrial environment, black demands a prominent role as it is an ally of this style. Nevertheless, it must always be accompanied by shades of grey, white and beige, harking back to factory façades and walls. This range of lighter colours will ensure that the space looks more spacious and brighter, contrasting perfectly with the details in dark colours.

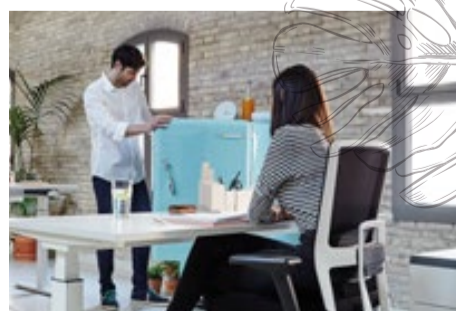
/ MATERIALS

It is hard to imagine an industrial style without iron or steel being used as the primary material. Other primary materials in these spaces are concrete, leather or untreated wood. In short, the materials normally used in the industrial constructions that have served as inspiration for this style.



/ INTERIOR DESIGN

In the industrial style, bare installations are all the rage, where pipes, steel beams, brick walls and even the wiring itself are exposed. Elements such as metal lamps, exposed light bulbs, cinema or photography studio lights result in spaces with a distinctive industrial personality.



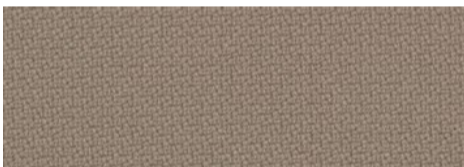
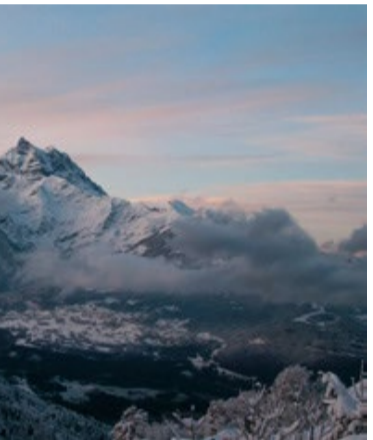




Concept

The concept of the Nordic style is "the simplicity of daily life". An interior design style that is committed to sophistication and harmony. The Nordic style seeks to create open spaces that give off a feeling of spaciousness. At the core of this style are functionality and the lack of elements that overdecorate the room, so

it goes well with practical and highly versatile pieces of furniture such as the Stay or Efit office chairs combined with the Colectiva table, or the Buck mobile filing cabinet that goes perfectly with this style thanks to its simple lines.



/ COLOUR

White is the quintessential colour used in the Nordic style. Its use on walls or furniture is the right choice for a room with a distinctive Nordic style. Combined with light shades such as grey and cream, they provide the necessary brightness to make up for the lack of light that is typical of the Nordic countries. Furthermore, these shades will help to create the spaciousness that Nordic interior design seeks.

/ MATERIALS

Wood is the most widely used material in Nordic-style interior design and decoration projects. Its ability to add warmth to spaces is one of its main advantages, which is why it is used on floors and in most furniture. Moreover, since white is the main colour in Nordic interior design spaces, the materials that go best with it are woods and finishes in pine, oak, beech or birch.

/ INTERIOR DESIGN

The core idea behind the Nordic style is that "less is more", so the interior design must be restrained. This bright and open-plan home office should have soft decorative elements such as light-coloured pile rugs or wooden coat racks. To stay in tune with the simplicity of everyday life, everyday household items can be used as decoration. For a touch of nature, eucalyptus bouquets are a sure-fire choice for projects such as this.



