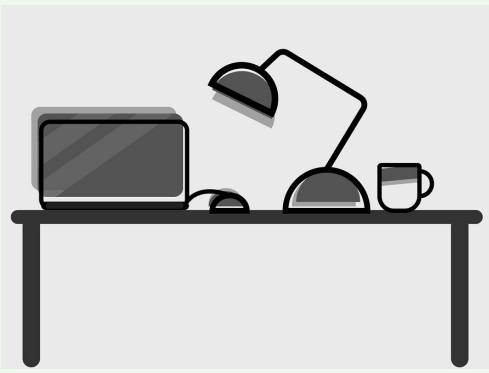


WHAT DO YOU NEED?

OFFICE ORGANIZATION

EVEN IF YOU DON'T HAVE A WHOLE EXTRA ROOM FOR AN OFFICE, IT'S SO HELPFUL TO HAVE A SPACE WITH AT LEAST A FEW ESSENTIALS:



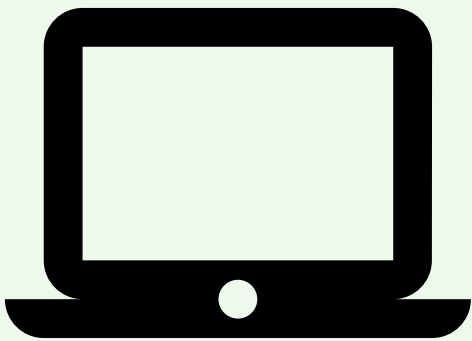
COMFORTABLE DESK & STURDY CHAIR

they come in all shapes and sizes either minimal or with storage



FILING SYSTEM

from desktop files to cabinets choose a size that fits your needs



COMPUTER & PRINTER

choose based on your storage, features and portability needs

ALSO DON'T FORGET:



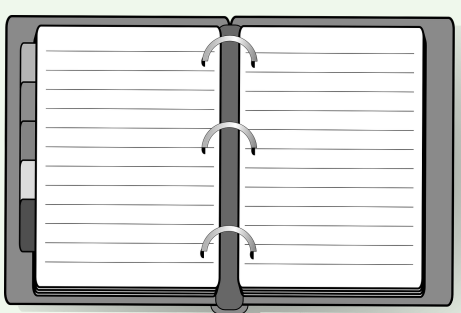
GOOD LIGHTING

as long as it provides good lighting for your needs, you can add style too



PAPER SHREDDER

So necessary today to help protect against identity theft



DAILY/MONTHLY PLANNER

a daily planner & wall calendar to write on helps with scheduling and to do lists