



THE DO'S AND DON'TS IN FINDING THE RIGHT OFFICE FURNITURE

Getting the right office furniture entails a lot of considerations on numerous factors. Find out what characteristics of office furniture you should avoid and seek to improve your office setting.

Getting the right furniture to furnish your office can make all the difference in the world. Not only can it facilitate the right atmosphere conducive for working productively, it can also promote functionality and organization.

The overall comfort your office renders to both you and your client should be the utmost importance. Comfort means productivity and productivity means satisfied clients. Consumer satisfaction ergo results to a successful business.

It's time to get started revamping your office. What are the facts that you should know if you do not have the right furniture in your office right now? First of all, you start with the chair. If your chair does not exhibit the marriage between function and design, your body mechanics will be compromised. Proper body mechanics is needed to promote good posture in order to prevent discomfort and bodily injuries.

For example, if your chair does not give the appropriate lumbar support, this would most commonly result to the nuisance of experiencing back aches. If your chair does not afford the proper adjustability for the distance between the floor and your work desk, you would most probably end up with feeling pangs in your shoulder. If your chair does not give the proper support to your buttocks, your ischial tuberosities would exert the maximum pressure to your gluteal muscles and this could lead to a start of a serious condition of pressure sores, medically known as decubitus ulcers. Your chair should also be able to promote the circulation in your lower extremities. If the chair you are sitting on right now while reading this article is impeding your circulation in the popliteal region, or the knee region, you might develop the much feared hideousness of varicose veins. Didn't know that a single chair could mean so much importance? Well, now you do.

Moving on, the next thing you should be informed of is the importance of the effects of not having the proper desk in your office. If you do not have the right desk with a sufficient surface area, then chances are, your workspace will be cluttered. If you have a cluttered workspace, organization will be compromised and disorganization can most commonly result to procrastination, and yes folks, procrastination decreases productivity and will ultimately reduce your profit generation. Another fact you should be in the know is that if your desk does not provide the proper balance of height between your keyboard, considering you are going to be using one, and your body, you are putting much unnecessary tension in the muscles of your hands and forearms. If the muscles in these areas increase in tension without the proper relaxation exercises, these muscles could swell and therefore impede circulation. You could then be suffering from a condition known as Carpal Tunnel Syndrome.

With all these being said, you now know what ill effects the poor quality office furniture can do to you and your business. How can you then avoid these health and safety hazards in your very own office? Here are some guidelines in choosing the right office furniture.

The feel and design of the office furniture you choose to make use of should coincide with the general tone or mood you and your business want to send across to your clients.

You should consider the size of your office. The right furniture should be estimated to fit your office properly but not compromise the traffic flow. You can't be buying large and lavish furniture if you're working in a space as small as a cubicle, neither should you be buying tiny and compact ones if you have a large office space.

The right chair should promote maximum comfort that enhances productivity rather than relaxation. It should be able to support the essential parts of your body most commonly affected with aches and pains. Tall people tend to acquire lower back aches more frequently, so more support for the lower back is needed in choosing the right chair. The right chair should not only look appealing but should promote the proper body mechanics for you.

The type of desk you should be using in your office should promote organization. There should be enough space for your office wares as well as sufficient space for you to do your work. Provide an adequate desktop space for you to lay down whatever you want to work with at the moment.

Reception, meeting, and conference rooms should have the proper furnishings to attract customers and promote the feeling of ease to your clients, lessen their feeling of apprehension, and thus making you work more harmoniously together. Choosing the appropriate themes and color schemes may deliberately change the mood of the people in the room.

Materials used and the tone of your office furniture should be in conjunction with the philosophy of your business venture. Dark tones are suitable for corporate businesses, whereas lighter tones can be appropriately used for businesses with casual transactions.

Ornaments should be properly placed in the right areas to accessorize your work space in order to attract consumers and promote the positive flow of energy that brings fortune and wealth to your business.

Most importantly, you should also have a realistic budget in mind, one that gets you the most furniture with both comfort and style for the least amount of money.