#### 图书基本信息

书名:《家庭办公空间 Home Work》

13位ISBN编号:9781840911558

10位ISBN编号:1840911557

出版时间:2001-6

出版社:Oversea Publishing House

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页数:160

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#### 内容概要

These two books help prioritize the steps involved in setting up a successful home office, a task that can be daunting. Freelance graphic designer Evans focuses on selecting the appropriate equipment and furniture for her line of work, and throughout she includes visits to the studios of other successful designers. But she also covers every other aspect of establishing a home business, including financing, zoning, taxes, and the like, making her book useful for anyone who wants to set up a home business. Sweet gives an overall look at setting up a home office with considerations for personal and professional needs. However, Lorrie Mack's Calm Working Spaces (LJ 1/01) gives more practical, solid advice then found here. Evans's book is essential for any graphic design collection and, given the comprehensive information on working at home, recommended for public libraries. Purchase Home. Work where there is a continued interest in creating home offices. Copyright 2001 Reed Business Information, Inc.

#### 书籍目录

introductiongoing to work who are homeworkers? changes in the workplace is homeworking right for you? what to avoidpracticalities assessing your needs identifying your office space furniture and equipment the chair the desk worktop layout recycling materials the low-allergy officestorage storage overview assessing your storage built-in or freestanding? organizing storagelighting lighting overview lighting quality light fittings designing with lightplanning your space planning overview step-by-step designworking in style style overview which style? dual-use or dedicated office? which colours?the homeworkers case studiesworking life getting motivated managing time home-office exercises addresses index acknowledgments

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