SHE TIPS



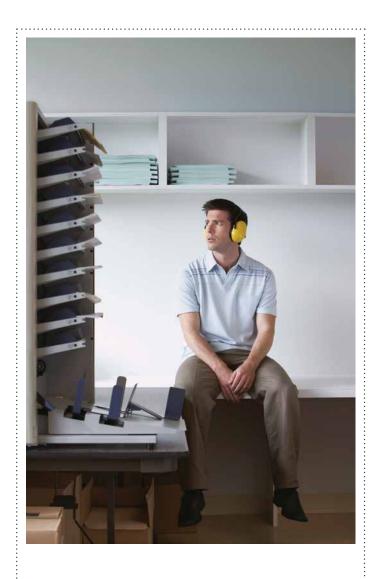
Noise in the office

- Noise annoys, it interferes with communications and reduces concentration levels.
- It requires more effort to complete tasks, increases fatigue levels and can cause stress.
- There are many sources of noise in the workplace: telephones, printers and loud conversations between colleagues
- To ensure a comfortable working environment, and for yours and others' health, adopt behaviours that minimize noise levels.

How? It's easy:

- In an open space, if you have to make long telephone calls, then you can book a room;
- Don't leave the telephone ringing longer than necessary;
- Speak in a low voice;
- Avoid having group conversations or informal meetings in common work areas.

Good work!



See how noise annoys.



source: www.napofilm.net

