



6 Ways for a More Considerate Workplace

These six ways to foster a more considerate environment—while boosting your occupational well-being—have something in common: making where you work a better place to be.

1. **Practice gratitude.** Giving praise and expressing thanks to your coworkers and team members on a regular basis can make others feel valued and help build strong relationships.
2. **Give up on gossip.** Gossip inhibits positivity. If you find yourself in the middle of some gossip chatter, take a positive angle or go for a solution over a complaint.
3. **Show up on time.** Simply being prompt to work, meetings, or even less-formal functions elevates respect and professionalism.
4. **Declutter to de-stress for all.** Whether it's preventing your workspace from spilling over or leaving leftovers in the office refrigerator, spare everyone from your personal flotsam and jetsam.
5. **Plan meetings in advance.** Taking the time to schedule meetings in advance and having a game plan in place ensure a more valuable experience for everyone.
6. **Be mindful of noise.** Being aware of how much noise you make does wonders to the peace for everyone around. Hint: Take loud projects (and certain foods) elsewhere.



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