

I do my best work when my work environment is:

relatively controlled for sound and visual distraction- in other words, I like music some of the time, but not all the time, I find it jarring to be on the phone or working on a document and hearing loud bursts of conversation. AND I remember that when I worked in a open and partitioned space- it was mostly fine and productive.

familiar - having a routine work place helps me focus on other aspects of the work, having to pause and think about the location of office items or other routine needs is a distraction

Lively. I like it when people are around, I can hear others working and there are easy opportunities to have spontaneous conversations and ask others for input.

Depends on what I'm doing - if I need to bunker down and transcribe lots of evaluations or do budget calculations, I like privacy and quiet. If I'm designing or starting a new project I like to have folks around to bounce ideas off of.

mine. I need a space of my own that will let me think and work in peace.

Complete - when I have access to all the technology, materials, files, people that I need to do my work. I'm fine working in an office or shared space. I think cubes are ugly but they provide at least some semblance of privacy in a wide open space, though wide open spaces are prettier to look at.

collaborative with other people on a regular basis. However I do need quiet times to focus as well (but usually can accomplish that working from other locations than my desk)

When I am strategizing an issue or want a sounding-board, I want to be in a team setting and want easy access to co-workers. When I am writing, creating content, meeting with a client, or have back to back phone meetings I want privacy and a quiet environment. In all cases a pleasant, aesthetically pleasing, well-lit, environment is important.

Well-lit, full of people that I can see/feel/hear working around me, colorful.

flexible. I enjoy being able to look up and ask for suggestions and ideas from those around me. There also comes a point where I need quiet time to focus and power through my tasks.

ergonomically set up; filing systems are accessible; technology is fast and functional; space has good natural light; it's easy to access colleagues via email or phone; When I'm in SF office, I like being able to see people and chat informally with them -- some of our best brainstorming happens then

quieter has lots of natural light facilitates casual interactions includes some sort of creative space (e.g., whiteboards, bulletin boards, etc.) has comfortable furniture (e.g., couches, chairs, etc.)

Quite and clean. I like open space & natural light too, to keep me alert.

Quiet, organized, uncluttered

Quiet and free from interruption.

Quiet, organize

structured & organized - specific times for specific activities and files and notes are easy to locate I believe fresh air and natural light help me stay alert and avoid getting sluggish

with natural light and fresh air. I like a work place with energy, laughter, connection - places to convene and feed off of others' energy and ideas. I do need to balance this with time to retreat and reflect on my own, so an ideal workplace offers both spaces for informal connection and spaces for private retreat.

lively, collaborative, friendly, informal, filled with laughter and lots of walking around.