Cozy Office Lighting & Texture Checklist

Layer warm lighting, natural wood, and soft textiles for all-day focus.

Transform your workspace into a warm, inviting haven. Use this step-by-step guide to build a comfortable, focus-friendly environment.



Key Setup Dimensions

24 in
Min. rug extension behind desk

1 in
Pad trim shorter than rug perimeter

11 mm
Typical chair caster grip ring stem

4-6 in
Monitor riser height for eye level

2700K
Warm white LED bulb color temperature

20-30 in
Monitor distance, roughly an arm's length

Aim lamp at the wall

Bouncing your task lamp off the wall provides indirect lighting that eliminates harsh screen glare and casts a soft ambient glow across your desk.

Cozy Office Texture Checklist

- [ ] Plush wool area rug to absorb harsh room echoes
- [ ] Bouclé desk chair for breathable, tactile comfort
- [ ] Walnut monitor stand to bring organic warmth
- [ ] Soft felt wrap hides cords and visual clutter
- [ ] Sleek aluminum power strip mounted under the desktop
- [ ] Trailing pothos or dark green ZZ plant
- [ ] One or two meaningful, curated desktop accessories
- [ ] Sheer linen shades to filter incoming natural daylight

Workspace Setup Checks

- ◯ Check chair base stem diameter before ordering replacement wheels.
- ◯ Verify your monitor stand brings the screen's top third to eye level.
- ◯ Check adhesive packaging for the correct weight rating for your power strip.
- ◯ Confirm desk placement leaves enough room for the rug extension.

Match Casters To Flooring

Find your row: **Your floor material**

Your floor material	Your pick	Why
Plush wool area rug	Hard nylon or steel	Rolls smoothly over thick fibers
Hardwood or tile	Soft polyurethane	Grips surface and prevents deep scratches
Low-pile carpet	Standard dual-wheel	Distributes weight evenly across tight loops

Select The Right Rug Pad

Find your row: **Your desk and rug**

Your desk and rug	Your pick	Why
Heavy desks	1/4-inch felt pads	Provides firm support without unwanted compression
Smaller sliding rugs	Rubber-backed felt	Adds essential grip during chair movement
Rolling office chairs	Avoid memory foam	Causes heavy casters to sink and stall

Office Styling Notes

Enjoy your beautifully curated, focus-friendly workspace!