

wellbeing at home

The flexibility in schedule that comes with working from home can be a great opportunity to practice self-care habits. The tips below will support all areas of your wellbeing while remaining on task with your work.



Space & Time Management

- **Keep your daily routine.** Maintain your regular sleep schedule, exercise regularly, take a shower and change out of your pajamas to set a productive tone.
- **Treat work from home professionally and seriously.** Complete tasks or use your computer seated upright at a table or desk, not from your bed. Find a quiet space and close the door if possible, doing so will let others around you know that you're trying to focus.
- **Focus.** Without a regular commute, it may be hard to go into a work-focused mode. Start up your remote workday with a set time to eat or caffeinate and finish it by exercising or completing household chores.
- **See the light!** Take advantage of your windows and set up your work space in natural or bright lighting.

Relieve Stress

- **There's an app for that!** Meditation apps like *Simple Habit*, *Headspace*, *Calm* and *Insight Timer* or guided videos on YouTube.
- **Practice gratitude.** Start a journal, stop and smile, or message someone with appreciation.
- **Limit screen time.** Take breaks from social media and the news. Especially avoid these outlets before bed.

Avoid Feeling Confined

- **Breathe.** Step outdoors for a few minutes or take a short walk in the fresh air.
- **Check in.** Stay in touch with co-workers via phone, email or instant messenger.
- **Collaborate.** Use online tools such as *Slack*, *Basecamp* and *Google Hangouts* to create a sense of community.

Nourish your Body

- **Hydrate.** Drink your eight 8-ounce glasses of water throughout the day.
- **Eat right.** Start the day with a healthy breakfast and have healthy snacks prepared for when you want them.
- **Move more!** Set phone reminders several times a day to stand, stretch or just take a lap inside your home.
- **Step it up.** Challenge your family, friends, or co-workers to a daily step challenge. Share progress through instant messages.
- **Work it out.** Try a new workout app such as *Down Dog*, *FitOn*, *Sworkit* or many more to get yourself moving.

