



7 HEALTHY PRINCIPLES FOR REMOTE WORKERS



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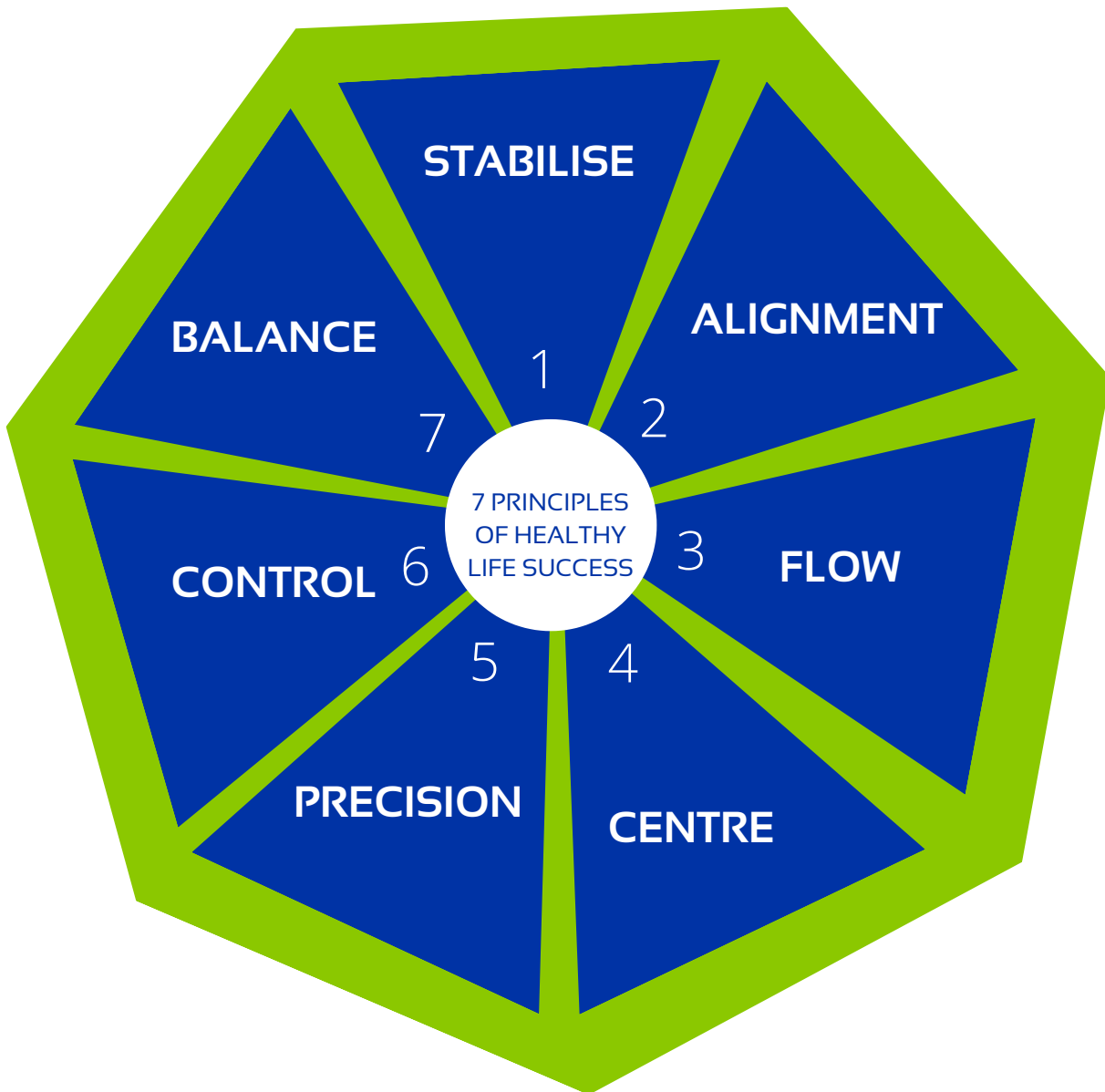
2020 has been the year of great challenge for so many of the human race. Businesses in particular have had to bear the brunt of this massive global crisis, forcing many employees and business people to work from home in remote and hybrid environments.

The stress that has been caused by working in these workplaces has had a huge impact on both physical bodies, mental health and well-being, really like we have never seen before in our lifetimes.

It has also put enormous stress on families, young people, relationships and home life so it is important that we take time to GET THIS RIGHT so that we don't impact the people you love and or suffer from *remote worker burnout*, because it is a real thing.

The following tips follow the holistic formula I have developed called of the **7 PRINCIPLES OF HEALTHY LIFE SUCCESS**. I am excited to share with you this simple formula about working and living more healthily from home.

7 PRINCIPLES OF HEALTHY LIFE SUCCESS



STABILISE

I talk about **stabilising** as being a key and the 1st principle to a healthy mind, body & business, it all starts with getting the mindset right.

In most cases there is no order to the principles, but I most often teach that **stabilising** comes first. We can't make progress, start something, get focused, stay focused, work efficiently, or productivity in an unstable environment.

Instability comes in many forms, it could be in terms of how you feel, is home life unstable, is money causing pressure, is there crazy going on that needs to be supported first?



Some questions to ask yourself first thing before you start your day are:

YOU

- How do I feel today?
- If I feel unsettled what specifically is bothering me?
- What do I need to do in order to stabilise right now?
- How can I take some time for me right now?

YOUR JOB or BUSINESS

- What is not working that I need to address?
- What is not working that I am ignoring?
- Who do I need to call on to help stabilise this environment?
- What do I need to do to stabilise this environment?



ALIGNMENT

Before we start work in the morning it's so important that we feel refreshed and focused ready to start the day. Time for ourselves is so crucial to physical and mental wellbeing. My view is to fill my cup up first, then I am ready to give my all to my family, clients and business.

Creating a healthy morning routine that you can do every single morning without fail before you start work will help you align your mind, body then your workplace and or business.

A morning routine really should be individualised exactly for you, so that it actually works and is easy. It doesn't have to take long; it is all relevant to your lifestyle and commitment.

Time is a huge factor; a busy working Mum will not have anywhere near the same time like someone with no children at home. Just because you feel that you have no time is NOT an excuse to ignore this step, in fact all the more reason to do it.

The following example here is MY exact morning routine that I do every day except Sunday when my Sunday routine is different, starting with a sleep in.

MY MORNING ROUTINE

Wake up at 5 am - have a full stretch of my body in bed - smile - write 3 things of gratitude in my journal – shower - have a glass of water - make fresh pressed juice - exercise -walking – Pilates - coffee at coffee shop - social media - then home for a protein shake - start at my desk !

Other things you could do are:

Yoga, gym, journal, breath practise, mediate, swim, skateboard, surf, play music, read motivating quotes, find some humour to laugh at, walk the dog..... YOU GET IT !



FLOW

In order to make your day *flow* we need to make sure that we have all of the tools necessary so that we can get a nice full run-on productivity. To prepare ask yourself

- What are the tasks that are needed for the day?
- Is your calendar in order (I suggest you plan this the day before)?
- What potential distractions could inhibit your *flow* of work?
- What do you need to organise prior to starting work so that you can continue your work day with flow and ease e.g. food preparation, online shopping done, private tasks complete?



CENTRE

In Pilates terms the centre means the core, within the mind and soul it means the heart. Take time to define what is the heart or *centre* of your tasks and goals for the day and/or your week.

When all of your tasks can revolve around making sure that you work towards this *centred* objective, you will know exactly what you need to do.

If and when you drift off track, just bring it back to the centre, find the core, find the heart of what you need to do to stay on track.



PRECISION

Precision is about clear and solid focus, blocking out any or all distractions so that your work is precise and accurate. If we are constantly behind on our work goals and flow, this will put unnecessary stress on our mind and body systems.

Review what checks and balances you need to put in place so that your work is of the standard that is required before you start, work on and sign off on it. Do you need a check list or digital system to help?

Time Support

- Turn your private phone off if that is practical
- Use task management processes and systems
- Look at time management systems

When you draw on the help and support of simple efficient time saving systems this will increase your workflow and will cause you less stress.



What is your work environment like on an ambient and feel-good level?

It is important that we like our workspace, especially seeing as we have to spend so many hours there.

Can you bring in a plant or special mementos, stick up power quotes that will help lift your mood when needed. Taking time to 'dress' your workplace will help you keep clear and focused so that you put out quality precise accurate and productive work.

Some ambient support ideas

- Do you need white noise to focus?
- Do you need or like calm concentration music?
- Do you have a view to look out when you have a break?
- Place a nice colourful picture to stimulate your senses
- Run a natural oil diffuser



CONTROL

Taking time out to determine what is within your control and what is not throughout the day is hugely important to your mental health and wellbeing.

If you are spending too much unfocussed time worrying about things outside of your control you are placing enormous stress on your emotional systems.

When you clearly understand what is 'within your circle of power or concern' you will feel much more empowered and in **control** within your work day.

If there are outside influences that are causing you stress distress and or distraction it is important to address them promptly and not ignore them, guess what? they won't go away if you ignore them



Here is an exercise in control –

1. Write a full list of everything that is bothering you
2. Divide the list into 2 new columns
3. No. 1 column THINGS I CAN CONTROL
4. No. 2 column THINGS OUTSIDE OF MY CONTROL
5. Divide up the original list into these 2 columns
6. ONLY focus what the column THINGS I CAN CONTROL

After you stay focused in the no. 1 column you will then have to decide what to do with the other column THINGS OUTSIDE OF MY CONTROL , ask yourself

- Does it really matter?
- Can I get someone else to help with this?
- For this to be perfect – what would have to change?

BALANCE

We hear the statement 'work life balance' banded around all of the time, so what is it really?

In terms of the 7 PRINCIPLES OF HEALTHY LIFE SUCCESS and within the context of a healthy business or workplace it means to work through all areas of a system or process whilst feeling a sense of balance, calm and harmony in all areas.

Mind, body, soul, home, life, relationships, business and the home workplace, they are all connected. If one is out of balance, it will affect the other.

Now not all workplaces support this ideal, but I wish for you to adopt the concept so that you can create your own system of *balance* within the system you are working in.



What systems do you have in place to make sure that your day is as *balanced every single day?*

- As before, do you have a morning routine
- Set your alarm every 20 minutes to move your body and stretch
- Drink a minimum of 500 mils of water every hour
- Have nutritious snacks handy, planned and prepared ahead of time.
- Minimise caffeine and sugar drinks
- Have planned break times away from your PC
- Go for a walk in the middle in the day if you can
- Block out time for personal needs eg: phone with partner, kids, dog, cat
- Have clear and distinct work start and end times
- Have clear and distinct work versus home space
- Wear work clothes to work and change when finished for the day



Sandra Leigh specialises in helping business owners, remote workers and workplaces build strong healthy habits from the inside out.

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