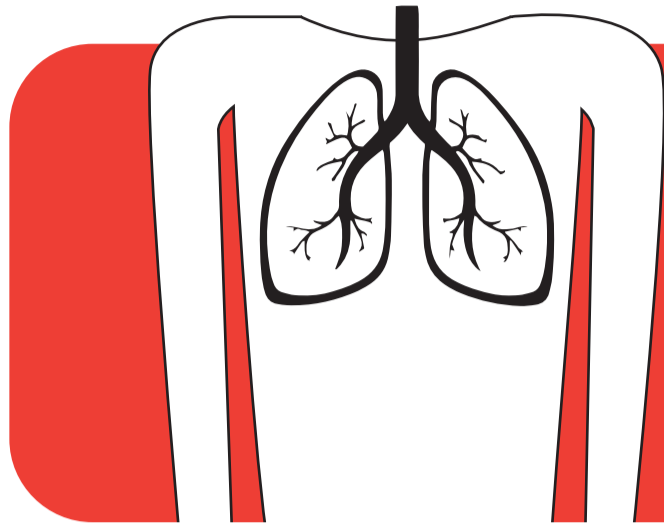


# ONLINE



## WELLBEING FOR WORKING AT HOME DURING COVID-19

COMMUNICATE • CARE  
CONNECT

### 1

Realise that what you are feeling is likely being felt by most people you work with, so **CALL, SKYPE, ZOOM, VOICE MSG** & just say **"Hi, how things going at home?"** Don't wait for a work related issue to connect.

### 2

### CHECK YOUR PHYSICAL NEEDS

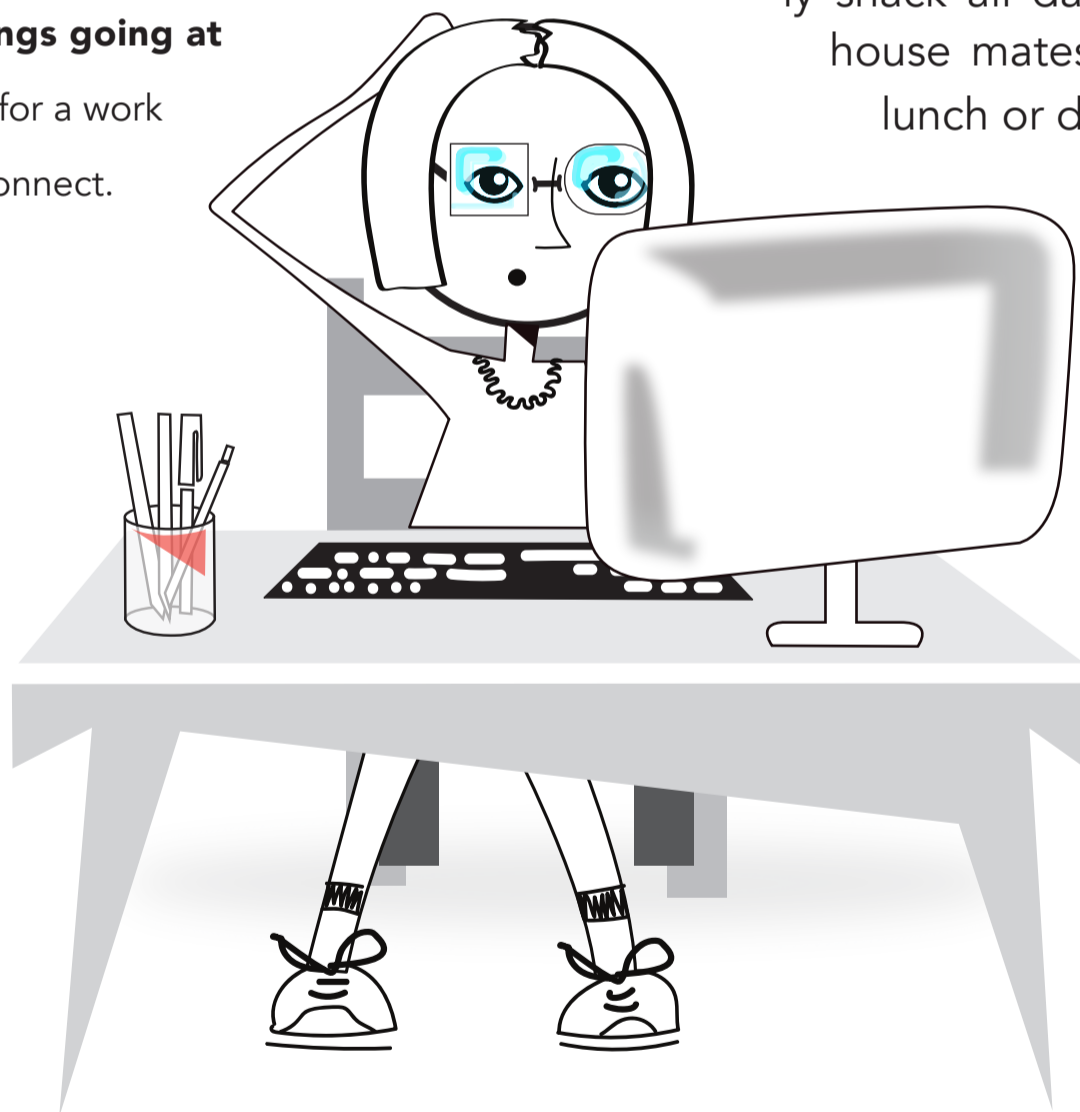
- Fill your water glass throughout the day.
- Get up & move around every so often.
- Prepare your meals in the morning so you aren't tempted to skip meals or mindlessly snack all day. If you have family or house mates, take it in turns to do lunch or dinner time cooking.

In summary.....

- **EAT** 
- **DRINK** 
- **MOVE** 

### 3

**CREATE 3  
'DEVICE RULES'  
& STICK TO THEM ;)**



### 4

**SILENCE  
SOME OF YOUR  
NOTIFICATIONS  
AND GROUP CHATS**

Get specific so there are no loop holes - include times, devices, boundary & 'I would rather' statement.

- My 1<sup>st</sup> rule** • At 4pm • Stop replying all work emails • On ALL devices • I would rather call my friend \_\_\_\_\_ for a chat.
- My 2<sup>nd</sup> rule** • From Fri. 4pm to Mon. 9am • I will not have any work related confernece calls • I would rather play board games.
- My 3<sup>rd</sup> rule** • Everyday, 9am to 1pm • I will put social networks aside • I would rather be efficient with my hours than half present.

If you struggle to follow your rules, share them with someone so that you become accountable. It is so easy to get into an unhealthy work routine, especially when work provides a sense of control, but it can go overboard and we can become burnt out at home. 😞