



It's an art and a science to stay healthy! We'll show you how!

How to stay calm and productive at work – seven top tips

If you'd like to keep you body-mind calm and relaxed during your working day, try these exercises and tips:

1. Plenty of short breaks

Often when we are at work we can find that hours can go by without us noticing. Whilst the mind may have been quite content, even excited, with what we were doing, the body may not have been feeling the same. It may have been screaming for a break for hours but we ignored its cries and carried on working.

So, try to become aware of when your body asks you for a break – and take it. Your body has needs, which need to be listened to and acted upon. Please take note of your body's requests – they are there for a reason. If it needs a drink, give it a drink. If it needs to go to the toilet, go. If it wants a 5 minute break, give it a break. We cannot slave-drive our bodies without paying the price somewhere down the line. We are not machines, and actually any machine will break down without regular maintenance...

2. Rest and breathe

If you feel stress coming on, find a quiet place and sit quietly for a few minutes. Close your eyes and take a few deep breaths. Bring your attention inwards, and focus your attention at your navel. Watch your breath as you breathe in and out, not trying to change it in any way, just observing the breath. Bring your attention to your body, swallow any thoughts to your abdomen, and just focus on your breathing and body. Notice how you feel just by doing this for a few minutes.

3. Fresh Air

Our body needs fresh air and sunshine. These are normal, natural needs, they are not optional. Working inside an office, especially if it is air-conditioned, without opening windows, has wifi (electro-magnetic disturbance*) and unnatural lighting, will affect your energy. So make the time to get outside and breathe in fresh air – it doesn't matter if it's rainy or sunny, the ions in the air will revitalize your whole being in minutes, and you will find yourself ready to go back to work refreshed and revived.

4. Careful scheduling

Take care how you schedule your daily to-do list and appointments. Be careful not to overstuff or put anything onto your list that creates a sense of stress or tension inside your body. Leave time in-between appointments, take proper meal breaks and tea breaks. Schedule your day so that your body feels at ease with all tasks.

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Specializing in reducing and eradicating chronic health conditions
including stress, insomnia, fatigue, workaholism and burnout.

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5. Smile inwardly

It has been scientifically proven that smiling turns on the 'parasympathetic nervous response' - or relaxation response - in the body. It is essential that we operate from this place if we are to maintain good health, age well and avoid illness. Healing can also only take place when the body is in this mode.

Try this exercise: Close your eyes, and turn the corners of your mouth up into a smile. Notice what happens inside your body when you do this. Smile to your heart, and fill it with smiling energy. Notice how it feels inside your body. You should feel warm and toasty as the relaxation response is stimulated inside your body.

6. Communicating honestly

Physical and mental symptoms are often a build-up of unresolved and unexpressed emotional energy. Next time you feel a certain way, practice saying how you feel using the following protocol:

Start the sentence with the words "I feel" or "I am feeling" and insert the actual emotions (eg, annoyed, sad, angry) after the opening words. Eg, "I feel a bit annoyed that I have had to do this proposal by myself" or "I feel stressed that I have to have this proposal ready in two hours when I really need three". Notice the relief inside your body when you speak your truth, remain authentic to yourself and voice your needs.

7. Sunshine

Not only is sunshine necessary for vitamin D production, it is also a natural calmer for the nervous system. Try this exercise:

Go outside, and if you are wearing glasses, make sure you take them off. Close your eyes and face the sun. Imagine drawing sunlight in between your eyebrows, drawing it into your brain and filling it up with sunlight. Fill up your head with sunlight, and draw it down your spine down to your navel. Draw the sunlight bit by bit into your torso, limbs and body, filling each area with sunlight. Notice how the body relaxes as you do this exercise.

* *Note re wifi:*

*If you want to read about the startling, **detrimental effects of wireless internet**, read this blog:*
<http://kimknight101.wordpress.com/2010/02/04/the-startling-effects-of-wifi-wireless-appliances/>



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The exercises recommended here have been tried, tested and proven to work. If you are interested in learning more about how to de-stress, maintain good health, improve productivity and feel better in all areas of your life, please contact The Art of Health to discuss our range of services. We offer one-on-one consultations, group seminars and tailor-made health retreats.

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