

Tips for Finding Time and Taking Care of Yourself

Relax – many of these ideas to take a “relaxation break” to help manage stress do not take a lot of time:

- Deep breathing – one of the most effective ways to deal with stress and anxiety!
- Meditation – you can use a short break at work or home as time for quiet meditation
- Stretching – loosen those muscles that become tight when you are stressed
- Massage – you can massage the back of your neck, jaw, temples, etc. yourself – or take a break and visit a massage therapist (a massage school is a great place for an affordable massage)
- Get up and walk around the house or the office for a few minutes

Get organized:

- Sort mail, etc., as soon as it comes in the door
- Chunk the junk – reduce clutter!
- Give away items you don't use anymore
- A place for everything and everything in its place
- Create a central message area at home

Make time for yourself:

- Always carry something like reading material, sketch pad, a small knitting project, etc., with you to fill time when you are waiting in line or in the doctor's office
- Use commute time to listen to recorded books or your favorite music or podcasts
- Think about what makes you happy – make a list and then focus on ways to work one or two into your daily routine each day
- Schedule time for yourself
- Take a vacation day just for yourself

Making time for a healthy lifestyle:

- Walk whenever you can
- Exercise while watching TV
- Walk or bike ride with your family
- Plan your menus in advance for the entire week and make a shopping list
- Keep healthy snacks handy (at home, at work, in the car....)
- Go to an exercise class or take a walk during your lunch break
- Use the stairs not the elevator
- Eat healthy foods and pay attention to your diet