

NEED AN ENERGY BOOST?



Tips to Manage Fatigue at Work

Hectic schedules, stress and lack of sleep can leave you feeling exhausted and irritable, making it tough to focus on your work. Try these tips the next time you're feeling fatigued during the workday:

- ✓ **Eat nutritiously.** Healthy food energizes your body. Avoid overeating, which will make you feel sluggish, and skipping meals, which makes your blood sugar crash. And always start your day with breakfast!
 - **Avoid simple carbohydrates and sugars** (such as white bread, candy, chips and soft drinks). They may give you a temporary boost, but you'll crash soon after and feel even more tired.
 - **Grab a power snack.** Make sure it includes complex carbohydrates and protein, such as a granola bar or peanut butter sandwich on whole grain bread.
- ✓ **Exercise regularly.** It will give you more energy throughout the day and help you sleep better at night. Just be sure not to perform rigorous exercise within a few hours of bedtime.
 - **Energy boost tip.** A short, brisk walk can do wonders for your energy level. Or, do a 30-minute workout at lunch for a boost that will last all afternoon.
- ✓ **Get plenty of rest.** Aim for seven to eight hours of sleep per night, even if that means rearranging your normal schedule.
 - Go to bed and wake up around the same time each day, including weekends.
 - Create a good sleeping environment, including a comfortable temperature, limited noise and sufficient darkness in your bedroom.
- ✓ **Manage your stress level.** Severe stress can be exhausting. Try relaxation techniques such as meditation, listening to calming music, reading, deep breathing or yoga.
 - **Energy boost tip:** If you're feeling drained at work, spend a few minutes meditating or deep breathing at your desk, to calm your nerves and rejuvenate your mind.
- ✓ **Limit caffeine.** A serving or two of caffeine can help your alertness, but don't depend on it or drink too much. Instead, drink plenty of water to keep your body hydrated.
- ✓ **Don't smoke.** Research shows that smokers have lower energy levels than nonsmokers.
- ✓ **Vary your routine.** Drive a different route to work, try a new place for lunch or switch up another part of your day. If you're having trouble focusing on something, make your brain shift gears by switching to a completely different task for a few minutes.

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