

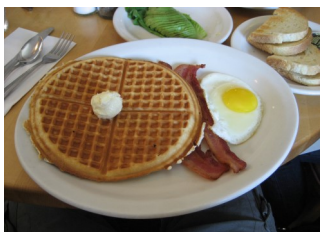


Make a Good First Impression



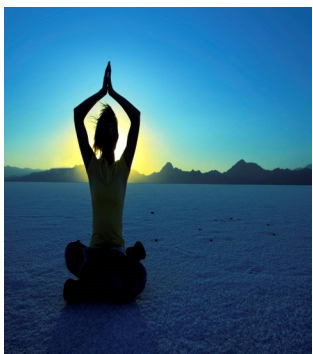
Everyone wants to make a good first impression, but research shows seven out of 10 people make a judgment call within 27 seconds—often before the other person has even spoken! How can this disadvantage be overcome? Be aware that the “impression time window” is short. Use a sincere smile, give direct eye contact, be a patient listener, and watch the handshakes! With rare exceptions, handshakes are a nearly universal form of greeting. Avoid “vice grip” domination handshakes. They can make a negative impression equal to that of a limp handshake. The lasting memory of your greeting should not be your handshake. It’s better to use a firm handshake that matches the other person’s grip.

Stop Skipping Breakfast



Breakfast is the most important meal because the body needs energy and you won’t perform your best if you skip it. That may be true, but a review of key studies focusing on skipping breakfast confirmed something more menacing—increased risk of diabetes. Studies have also shown an increase in heart disease for no-breakfast clubbers. With type 2 diabetes on the increase, avoid skipping breakfast. Experiment and discover the healthy foods you look forward to eating to help avoid this chronic disease. Source: www.academicoup.com [search “breakfast diabetes”]

Do Meditation and Exercise Fend Off the Flu?



Studies have shown that stress, life crises, and negative emotional styles increase risk of acute respiratory infections like colds, flu, and similar conditions. Could stress reduction using mindfulness techniques like meditation along with exercise have a preventive effect? The U.S. National Institutes of Health decided to find out. Nearly 400 study participants completed a stress management training program, and the results were positive. Participants did experience fewer flu, colds, and respiratory infections. The Centers for Disease Control says the best way to prevent flu is to get a flu shot—it’s reportedly 40 to 60 percent effective. Could managing stress with techniques found in this study give you an extra boost of prevention? See the study and decide. www.med.wisc.edu [search “flu, exercise, meditation”]

Could You Be Depressed and Not Know It?



Mental health clinics often see patients with life problems who have undiagnosed major depressive disorder. Symptoms of depression can last so long that this state becomes their “normal.” Some of these patients may struggle to recall what not feeling depressed is like. Words like cheerfulness, contentedness, gladness, joy, and hopefulness may feel foreign and out of place. Do these terms feel distant from your life? If so, get a professional assessment for depression. It takes only a few minutes to find out more, spot the diagnosis, and take steps to get treatment for this commonly untreated illness.

Get Dressed First When Working from Home



Do you work at home—telecommute? Be sure to establish healthy work habits. Keep a routine that starts with getting dressed and doing most of what you would normally do if you were heading out the door to work. Heading for the computer in pajamas may be tempting, but getting dressed and presenting your best self, even if alone, can help you feel engaged and energized and increase your productivity. This dynamic of positively influencing the way you feel by using behavior is based on a principle called behaviorism, and it works. It's a more constructive way to manage mood than trying to "will" yourself into feeling positive later on when a case of the blahs hits while you're sitting in your PJs. Try it.

Goal Achievement - Don't Break the Chain



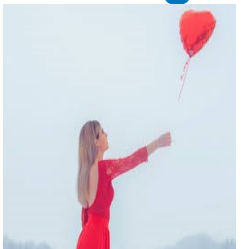
Writing a book is considered one of the most difficult challenges, but books, Web sites, and clever tactics help guide would-be authors in being successful at it. All have one thing in common: writing a little bit every day. This concept is called "not breaking the chain." It's a motivational construct that can also help you reach a goal that can easily fall prey to procrastination. Whether it's finishing knitting a sweater or completing a dissertation for a Ph.D., not breaking the chain is both a visual prompt for and a behavioral key to arriving at your goal. This metaphor or cue for action can help you bridge the gap between needing something done that you seriously desire and the lack of feeling motivated to do it—which is the definition of procrastination. Whether it's spending three minutes or a full day working on your goal, don't break the chain.

Making Your Workspace Healthier with Plants



A plant or two on a desk can make a healthier workspace and likely reduces stress, say researchers. This is referred to as "nature contact." Nature contact means "exposure to the outdoors or outdoor-like elements in a place where you live, work, or play." Examples include taking a walk outside, having an office with a window, or enjoying plants. No window? No ability on a whim to take a walk outside? Then choose plants. Why that works: Nature contact creates several effects: 1) momentary diversion from job strain; 2) success/satisfaction at a plant's growth; 3) ownership/control over a goal-directed activity; 4) positive impact on self-esteem; 5) contrast of color and dissimilarity within an office environment; 6) visual beauty; 7) a counterforce to office stress; and 8) a thing to nurture and wonder about. (Find "best plants for an office" with a Google search.)

Moving On from an Abusive Relationship



It took a long time—but you did it. You left a relationship that was unhealthy or abusive. Healing takes time—and everyone's experience is different, so be patient in this journey. Start by visiting a professional counselor for an assessment or some short-term counseling/coaching on the healing process. Beyond talking about your experiences, focus on several goals for yourself, each of which will help repair, replenish, and re-establish a healthier you. Examine your beliefs about your abilities. This is called self-efficacy. Self-efficacy can suffer in abusive relationships, which leads to doubting your ability to succeed in your life. Discover the life skill of "living in the moment." This is retraining how you think in order to help you move away from fearing the future. Practice paying attention to personal needs—

whether diet, exercise, or stress management—and begin affirming rather than postponing these needs. Self-nurturing aids self-healing. Start catching negative self-talk and reversing it into positive affirmations and reassurance. Some negative self-talk may be linked with guilt at failing in relationships. Take your positivity shears and nip these in the bud. Many people healing from trauma find power in journaling. Give it a test to see whether it works for you. Wellness is a journey, and life skills like the ones above are the tools for making the trip.



A Division of Child and Family Service

Your Local Employee Assistance Program (EAP)

***Taking Care of the Human Side
of Hawaii's Businesses***

(808) 543-8445

Neighbor Islands and After Hours: (800) 994-3571

www.WorkLifeHawaii.org