







Helpful Hints for Healthy Habits

Help employees develop healthy habits by sharing these tips on a weekly or monthly basis via email or as well-being moments at the start/end of meetings.

 Emotional Well-Being	 Financial Well-Being	 Intellectual Well-Being	 Physical Well-Being	 Planet Well-Being	 Social Well-Being
<ul style="list-style-type: none"> • Cut your social media time in half. • Write down 3 things you are grateful for each day. • Meditate for 5 minutes each morning. • Practice deep breathing to manage stressful situations. • Write down one positive thing about yourself. 	<ul style="list-style-type: none"> • Commit to a “no spend day” once a week. • Set up automatic payments for monthly bills so you don’t miss a due date. • Gather and assess any and all forms of debt so you can make an informed debt management plan. • Start/Increase contributions to your emergency fund to prepare for unexpected expenses. • Set up automatic transfers to a savings account. 	<ul style="list-style-type: none"> • Spend at least 10 minutes daily learning a new skill. • Replace watching television with reading. • Download an app to learn a new language. • Write 2 pages a day (any kind of content). • Solve a crossword puzzle or play a brain game for at least 5 minutes every day. 	<ul style="list-style-type: none"> • Look away from your screen every 20 minutes for 20 seconds. (Set an alarm to remind yourself.) • Drink at least 11 – 15 cups of water each day. • Get 4-5 servings of fruits and vegetables daily. • Incorporate walks into your daily routine – in the morning when you wake up, during meetings or as soon as you sign off/get home from work. • Get 7-9 hours of sleep each night. 	<ul style="list-style-type: none"> • Pick up a piece of litter every time you go outside. • Use public transportation or ride your bike for your commute. • Cut back on your water usage. • Set your thermostat to a more conservative level. • Reduce your consumption of single-use plastics. 	<ul style="list-style-type: none"> • Send a text or email to a friend or family member just to ask how their week is going. • Schedule a meeting with a new colleague to get to know them better. • Do a random act of kindness for a stranger. • Donate to a charity. • Find a volunteer opportunity and invite a friend to join you.