

Do you feel you have to choose between living a healthy lifestyle and being productive at work? Not necessarily - you can integrate small steps into your day that can add up to big results.

- 1. Go for a walk. Whether you climb stairs, go for a stroll outside, or even take a lunchtime exercise class, there are many ways to increase your activity level.
- 2. Avoid snack traps. From vending machines to office birthday parties, unhealthy options may be around you often. Try bringing your own healthier snacks from home, or save indulging for when it's a special snack or an equally special occasion.
- 3. Eat a healthy lunch, and watch portion sizes. To have the most control over how many calories you're taking in, and how big your portions are, pack your own lunch. However, if that's not always possible, avoid high-calorie options, especially when it comes to add-ons, such as dressings and condiments.
- 4. **Drink up.** You've heard it plenty of times before: drinking water all day long is good for your body. But did you known that the midday lull you might be feeling could actually be dehydration? All the more reason to drink those eight to 10 glasses of water every day.

- 5. **Stretch.** Depending on the type of job you have, you may be staring at a screen or talking on a phone all day. These activities can cause chronic shoulder and neck pain. Make sure you're using assistive devices, such as a headset, when possible, and take regular breaks to stretch your neck and shoulders.
- 6. Wash your hands. The Centers for Disease Control and Prevention (CDC) calls hand washing a "do-it-yourself vaccine" because of its effectiveness in germ prevention.
- 7. Clean your surroundings. The equipment you use every day, such as a keyboard, phone or mouse, can house germs that can make you sick. Wipe down these items regularly to protect yourself.
- 8. Address your stress. Stress can compromise your immune system, making you more susceptible to illness. Make sure you're taking your vacation time and making efforts to recharge away from your desk whenever possible. You'll likely be more effective when you're back.

Sources: WebMD®, Centers for Disease Control and Prevention



NJWELL is an incentive-based wellness program offered to active employees and their covered spouses who participate in the SHBP/SEHBP. More detail can be found on http://www.nj.gov/njwell/.

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general in nature and is intended to provide you with increased understanding of the topics discussed to help you and your family get and stay healthy. It is not intended as a substitute for the professional advice and care of your doctor. If you have any questions or

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