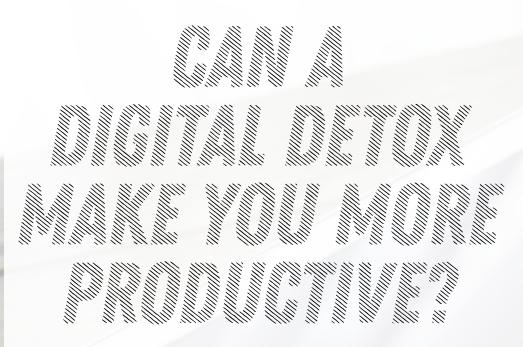
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Let's face it, we are all very attached to our devices. Technology helps us stay on top of what's happening in our work, our personal lives, and the world 24/7. They put the information we need and rely on right at our fingertips.

This constant connection has its advantages, but we also pay a price for this convenience. More studies show that an excessive use of technology can increase stress, as well as cause sleep disorders, depression, eye strain, and muscle and joint pain from being in the "tech neck" position. While all of these can negatively affect work productivity, lack of sleep is particularly concerning.

AVOID DEVICES AT BEDTIME



Sleep disorders have become very common. The blue light emitted from smartphones, tablets, computers and other devices interferes with the production of melatonin, the hormone that allows our bodies to relax and fall asleep. It has been estimated that companies lose \$2,280 per year for every sleep-deprived employee. Lack of sleep can reduce productivity because it negatively affects energy, memory, creativity, and attention span.



TAKE A "TECH BREAK" DURING THE DAY

Since technology increases productivity, it may seem counterintuitive to recommend decreasing its use. However, digital detoxes can also boost productivity. Here's how some companies are helping to provide a more balanced use of technology:

- No-tech meetings. Making certain meetings technology-free can help eployees avoid distractions. This can be particularly effective for meetings that require more verbal interaction, like brainstorming ideas or developing new concepts.
- Workplace yoga. Having options like a yoga class or other mindfulness activities available during the lunch hour offers a much-needed break for the mind, eyes, and brain, allowing employees to return to work more refreshed.
- **Tech-free window.** Turning off email and instant messaging apps for an hour daily allows employees to focus on tasks without distraction, and can also stimulate more face-to-face discussions.
- After-hours policies. Changing expectations related to after-hours emails or messaging allows employees to wind down and relax when they're at home, which can motivate them to be more focused and productive when they're at work.

These and other types of digital detox policies are starting to show reduced stress levels among employees. Perhaps you or your company can consider similar ways to balance the use of technology!

5 REASONS TO DO HIIT WORKOUTS

You don't have to spend hours at the gym to get results. High intensity interval training (HIIT) allows you to achieve benefits like weight loss, muscle growth, and improved overall health in 30 minutes or less.

Here's how:

- 1. Because of the high intensity, you not only burn calories during the workout, but also for hours afterwards.
- 2. HIIT exercise also burns fat stores during and after the workout.
- 3. HIIT workouts build endurance by training your body to tolerate and quickly recover from high-intensity exercise.
- 4. Due to the metabolic stress, HIIT workouts increases muscle volume
- 5. HIIT training promotes heart health and builds lung capacity.

WHAT EXACTLY IS A HIIT WORKOUT?

It's a training technique in which you alternate between high intensity effort and recovery periods. First, start with a 5-7 minute warmup to elevate your heart rate. Next, you give an all-out effort (an 8 or above on an intensity scale of 1-10) for intervals of about 30 seconds (to the point of breathlessness), followed by recovery intervals that are as long as or longer than the intensity intervals. An effective workout will include at least 5 intervals, followed by a 4-6-minute cool down to ensure proper recovery.

Here's an example of a 20-minute HIIT workout for beginners:

- 1. 5-minute warm-up
- 2. Butt-kicks 30 seconds; rest for 30 seconds
- 3. Jump squats 30 seconds; rest 30 seconds
- 4. Burpees 30 seconds; rest 30 seconds
- 5. Mountain climbers 30 seconds; rest 30 seconds
- 6. Alternating side lunges 30 seconds; rest 30 seconds
- 7. Repeat the whole circuit a second time
- 8. Finish with a 5-minute cool-down



Chickpeas with Baby Spinach

This flavorful vegetarian dish is super easy to put together and makes about 3 servings. You can eat it as a light meal or serve it over brown rice, quinoa or your favorite pasta.

Ingredients:

- 1 tablespoon olive oil
- 1 medium onion, chopped
- 2 garlic cloves, minced
- 1 teaspoon cumin
- Salt and pepper to taste
- 1 tablespoon tomato paste
- 1 15-ounce can of chickpeas, drained and rinsed
- 1 cup vegetable or chicken stock or water
- Cayenne pepper to taste
- 1 6-ounce bag of baby spinach



Directions

Heat the oil in a large, heavy saucepan over medium heat and add the onion. Cook, stirring, until tender, about 5 minutes.

Add garlic, cumin, tomato paste and ½ teaspoon salt.

Cook, stirring, 1-2 minutes until fragrant and tomato paste has darkened.

Add the chickpeas, stock or water, cayenne, and bring to a simmer.

Cover, reduce heat, and simmer for 10 minutes.

Add the spinach a handful at a time, stirring until it wilts.

Add additional salt and pepper to taste and serve.



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TECH BREAK TIPS

Digital detoxes aren't just for the workplace. It's also important to consider how much you use your devices overall. Even though technology is designed to keep us connected, research shows that excessive use increases levels of loneliness and anxiety. Smartphones can also be addictive, since most apps are actually designed to trigger the pleasure center of the brain, rewarding you with endorphins.

Are you ready to prioritize your well-being? Here are four tips for taking some strategic tech breaks:

TECH-FREE MORNING. Instead of starting your day by checking email or social media, establish a morning routine that focuses on self-care, such as a short meditation, brief stretching, yoga, or even a full workout. Prioritizing these types of activities before checking your phone can help get your day off to a more positive start.

ENJOY A TECH-FREE LUNCH. Give yourself the opportunity to savor your food and rest your mind during your lunch break. Instead, eat with a co-worker or friend to increase your human connection and verbal communication.

ESTABLISH BOUNDARIES. Set limits on the amount of time you will allow yourself to spend on your devices.

DIAL DOWN DISTRACTIONS. When you're working on a project that requires your full attention, shut down other windows and consider using the "Do Not Disturb" feature on your smartphone to silence any notifications. Turning off all notifications that aren't essential is also a good idea.

The important thing is for you to be in control of the technology you choose to use, rather than it being in control of you