

# 65+ Health Tips

*for your employee newsletter*

TOTALWELLNESS



# Help Encourage Better Well-Being

We find that one of the easiest ways to keep employees engaged in health and wellness is through constant communication. One of the most important pieces of internal information is your **company newsletter**. It's the perfect avenue for offering targeted tips and quick advice to your employees.

Employees who have access to an accurate health and wellness information have a better chance of living healthy lifestyles that will prevent chronic diseases and improve quality of life. When education is combined with a comprehensive wellness program it can help nudge employees into healthy behaviors.

We encourage you to share the following tips in your newsletter. If you don't have a newsletter, don't despair! There are many other ways to use these tips:

- Create signage for the office
- Use them as email reminders
- Create a campaign behind them  
(For example create #MondayMotivation)
- Include them in a document for new hires
- Customize them for your company culture
- Post them to your internal social media pages

**Ready to get started? Read on!**

# Nutrition Tips

Eat a nutritious breakfast every single morning. Try to include whole grains, lean proteins, and fruits and vegetables.

**Keep instant oatmeal packets and granola bars in your desk for when you miss breakfast.**

Watch what you add to your coffee. Keep it black if possible!

**Start a food journal.**

Make wise choices at the vending machine. Go for nuts instead of chips!

**Have a craving for something sweet? Eat a piece of fruit first and see how you feel.**

Have a cup of coffee! Recent science suggests it's good for you.

**Foods you should eat regularly: Whole grains, nuts, beans and fruits & vegetables.**

Stop eating when you're 80% full.

**Meal prep each week. Packing a lunch saves money and calories!**

Snack right. Bring almonds, fresh fruit or chopped veggies to work.

**Eat lunch away from your desk. It'll help you regain energy and focus!**

Drink water instead of soda. Add lemon or cucumber slices for flavor.

**Keep a list of to-go menus that have healthy lunch options.**

Don't work while you eat. Mindless munching can add a bunch of calories!

**Make sure your lunch is extra-colorful and packed with fruits and veggies.**

Going out for happy hour? Drink water in between each cocktail.

**Don't drink caffeine late at night.**

# Physical Activity Tips

**Stretch!** Low back pain affects 60 to 80% of adults sometime in their lives.

Take the stairs instead of the elevator – burn calories, not electricity.

**Bike or walk to work if you have the option.**

Exercise in the morning to get yourself pumped and ready for the day.

**Go chat with your co-workers instead of sending an email.**

**For every hour of work you do, take a 5-minute break away from your desk.**

Work out at your desk! Try shoulder shrugs, arm swings and knee raises.

**Park further away from the office to get a brisk walk in before and after work.**

Get some fresh air – go for a lap or two around the building during your break.

**Try a walking meeting instead of sitting in the conference room.**

Keep your work area clean and organized to relief stress and prevent germs!

**Bring in dumbbells or resistance bands to use at your desk.**

Try changing your desk chair to an exercise ball.

**If you use public transportation, get off a stop early and walk the rest of the way!**

Buy a pedometer/wearable and try to hit 10,000 steps before you go to bed.

**Take 3 10-minute walks throughout the day, and you've hit your 30 minutes of exercise!**

Buy a new pair of running shoes or set of workout clothes this week.

**Ask a coworker to be your workout buddy!**

# Productivity Tips

**Bright light helps with alertness – go outside if you're feeling tired!**

Know when you've taken on too much – don't be afraid to delegate!

**Try the 20/20/20 rule: Every 20 minutes, look 20 feet away from you for 20 seconds.**

If you feel sick, stay home! Don't spread contagious illnesses at work.

**Take deep breaths. It'll calm you down and help you work more efficiently.**

Set boundaries on your time and know your limits.

**Don't check your email after 10 p.m.**

Avoid coworkers who are sick – without being rude, of course!

**Don't be afraid to ask for help if you need it!**

Set aside time once a week to organize and clean off your desktop.

**Come to work on time! You'll be less stressed and more prepared for the day.**

Stop hitting the snooze button – have a morning routine.

**Stressing out? Try splashing some cold water on your face.**

Set a reachable goal for the end of the day. You'll feel amazing once you've achieved it!

**Tackle your hardest task first thing in the morning, and it's all downhill from there!**

Instead of venting to a coworker, handle challenges productively by taking a deep breath and focusing on solutions.

**Make a to-do list for tomorrow at the end of today.**

Put some inspirational quotes/photos in your workspace to stay motivated!

# General Health & Wellness Tips

Working outside today? Use an SPF of 30+ and reapply every two hours.

Get your yearly health, eye and dental exams.

Exercise your wrists if you've been typing all day, or try an ergonomic keyboard.

Go to lunch with a coworker.

Clean the coffeepot completely before brewing that next batch.

Watch a funny video on YouTube.

Do a fun team-building exercise before every meeting.

Quit smoking.

Keep a bottle of hand sanitizer at your desk for when water isn't available.

Decorate your desk! Make it a personal space you're proud of.

**Avoid eyestrain – keep your screen an arm's length away.**

Use your vacation days! They're an important part of reducing stress.

**Positivity makes all the difference, so turn that frown upside down!**

Watch your posture! Adjust your screen, keyboard and chair accordingly.

**Get enough sleep! Seven to eight hours is best.**

Wipe down your keyboard, phone and mouse once a week.

**Introduce yourself to someone in the office you've never met.**

Wash your hands after using shared spaces like the break room or bathroom.

Ready to go beyond newsletter tips?

Check out [Beata](#), our all-in-one wellness program designed specifically to help small to medium-sized businesses inspire their employees to live healthier, happier lives. Talk to an expert at TotalWellness to get started and learn more about one of the most affordable wellness options on the market.

**TotalWellness**

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*Stay in Touch*

