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IN WORK AND LIFE IN SOCIETY: A RELIGIOS PERSPECTIVE

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12 TIPS ON HOW TO HAVE A GOOD WORK-LIFE BALANCE



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A harmonious interaction between your personal and professional lives is what is meant by "healthy work-life balance". It entails actively prioritizing self-care and well-being while juggling your career and personal obligations.

Here are 12 tips for striking a healthy work-life balance:



Plan Ahead:

Make a plan to juggle work with social, recreational, or physical activity. If you often have many virtual meetings scheduled in succession, consider holding them while taking a stroll. Alternatively, you may bring a friend over to work with you or take a call outdoors (if the outside noise permits!).

Embrace the Way Your Brain Works: To work in brief, concentrated spurts, utilize productivity tricks like a pomodoro timer. To maximize your time, turn off any other outside distractions.

Set Blocks of Time for Different Tasks: Set aside time to check (and react to) messages, attend meetings, and perform intellectually taxing tasks. Setting these chores to occur during periods when you are personally more productive is beneficial.

End Work at a Certain Time: According to the adage "work expands to fill the time allotted," working from home makes it much simpler for work to intrude on personal time. Establish a time to stop working for the day and enforce it by turning off any equipment used for work, locking your office, or planning something to do afterward.

Enlist Technology to Help You Unplug: During the day, block distracting websites using an app, and after work, block work tools. Limit your work to one device if you can, or attempt to keep one device free from work so you can entirely unplug.

Go Out for Lunch or Enjoy Lunch with Coworkers: Even if you work from home, you may meet up with coworkers or go out for lunch. The tempo variation will be energizing and, of course, prompt you to eat something.

Take Time Off: When you spend all of your time at home, you often try to nurse diseases that undoubtedly would have kept you from work. Time off, including sick days, personal days, holidays, and times of mourning, is crucial for nourishing your well-being.

Practice Mindfulness: Mindfulness makes it difficult to overlook imbalance. You become more in tune with your emotions and physical sensations when you practice mindfulness techniques such as meditation or breath awareness. Paying attention to these sensations teaches you how to recognize when you are repressing a need to work. It's difficult to return to that spreadsheet when your stomach starts churning.

Find Something You Love Outside of Work to Engage In: If you have something exciting planned for after work, it will be simpler to disconnect from work communications or conclude your day at a certain time. Our hobbies provide us more energy and vigor. We bring our fresh selves to work when we play and feel creative.

Reconsider Work That Makes You Yearn for Balance: You may need to consider how you may modify the task you perform or the style in which you do it if your work feels wholly unconnected to the pursuits that arouse your interest, zeal, energy, and sense of purpose. We may anticipate work to offer moments of fulfillment, achievement, and connection, even while it cannot and should not meet all of our demands for meaning, challenge, social connection, and purpose.

Communicate with Your Manager: The anxiety of not accomplishing enough often exacerbates a lack of work-life balance. Speaking with your leaders can assist you in determining where to spend your time. If there is truly too much to accomplish, it may be time to consider hiring more help or simplifying specific activities.

Work with a Coach or Therapist: Working with a professional may be quite beneficial if you are feeling overwhelmed, trapped, or don't know where to begin disconnecting. A coach or counselor can ask the correct questions and assist you in determining which adjustments will have the greatest impact and how to get started.

One piece of advice: Begin modestly. Although you might be hoping for a better work-life balance, your work habits have been developed over time and won't likely alter suddenly. For instance, attempting to limit yourself to a set amount of hours would undoubtedly make you more frustrated if your objective is to cut back on screen time. If you start with a smaller goal, such as one five-minute tech-free break every day, you are more likely to persist with the new habit.

REFERENCE

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