

HUMANS AT HOME

Online Training for
Psychohygiene & Self-Care

Handout



Agenda



What do we need to stay healthy?

How can self care work?

How can I create more structure?



Characteristics of new work environments



More
communication
& availability

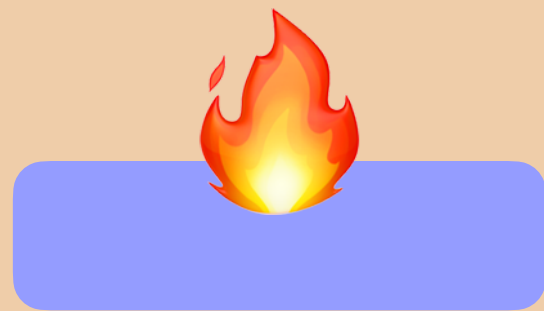
Stronger
identification
with one's job

More self-control
and responsibility

Blurred
boundaries
between
'life' & 'work'

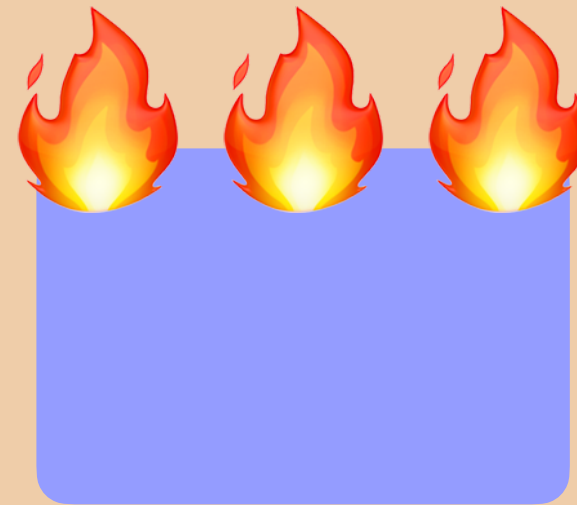


Dissolution of work boundaries and increase of burnout cases



2004

0.6 cases of incapacity to work (AU)
per thousand members due to burnout

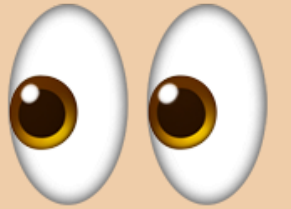


2020

5.5 cases of incapacity to work (AU)
per thousand members due to burnout



Needs



Examples

Food

Sleep

Hydration

Exercise

Belonging

Security

Control

Freedom

Self-actualization

Recognition

Relaxation

...



Unmet Needs

Fatigue

Nervousness

Tension

Headache

...

Irritation





Strategies



Self Care



Time Boxing

Self-Care

Routines



- provide structure & predictability
- buffer negative effect of stress on mental health
- specially useful in times of crises

Movement



- reduces stress hormones
- activates the dopamine system
- increases well-being & reduces negative affect

Breath



- activates parasympathetic nervous system
- reduces stress
- triggers a 'relaxation mode'

Balance



- prevents burnout
- helps to regenerate from work
- positive effect on professional and private relationships



Time Boxing

Structure



- There is no such thing as multi-tasking but task-switching.

Deep Work



- Having a phone in sight can decrease productivity by 26%.
- After an interruption it takes averagely 23min to return to the topic.

Availability



- Constant availability increases stress and decreases well-being in teams.

Breaks



- Active breaks boost recovery AND performance.



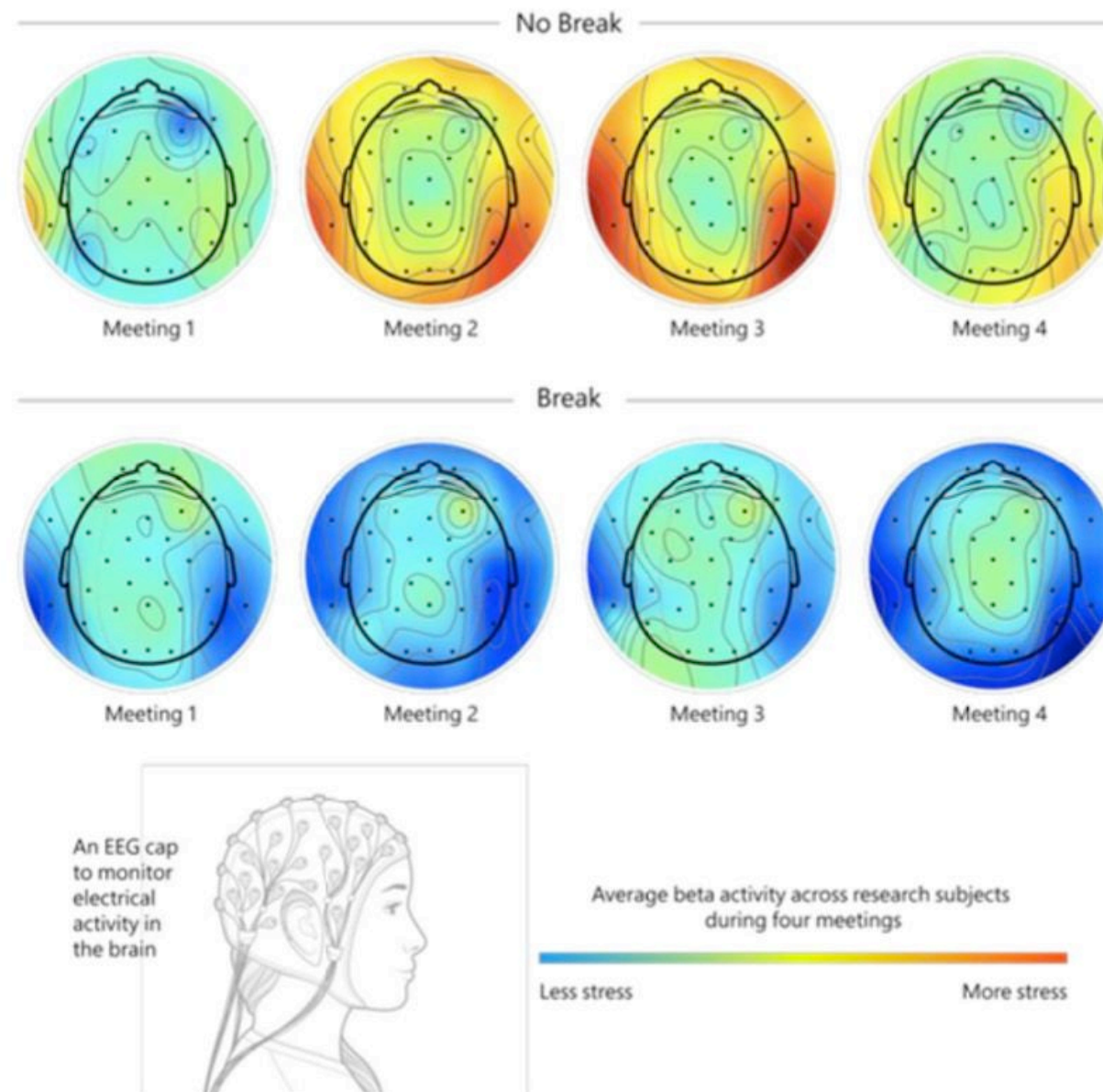
Adam Grant ✓
@AdamMGrant

Every workplace should have at least one day a week with no meetings—possibly more.

76 companies tested meeting-free days. Productivity & satisfaction increased, stress dropped, communication & cooperation improved.

Blocking out time to focus is good for people and performance.

Pausen



Your brain works differently when you take breaks

Taking time out between video calls prevents stress from building up.

Microsoft's Human Factors Lab used EEG caps to measure beta wave activity—associated with stress—in the brains of meeting participants. For those given breaks, their average beta wave activity remained largely steady over time; the



Outlook Tipp

Calendar

Show All

Search

Work schedule

Work day starts: 09:00

Work day ends: 17:00

Work week: S M T W T F S

First day of week: Monday

Calendar options

☒ Default reminder: 15 minutes

☒ Show week numbers

Add online meeting to all events: Configure...

Shorten duration for all events: Configure...

Time zones

Default time zone for new events: (UTC+01:00) Belgrade, Bratislava, Budapest, Ljubljana, Prague

☐ Show second time zone in Day and Week view:

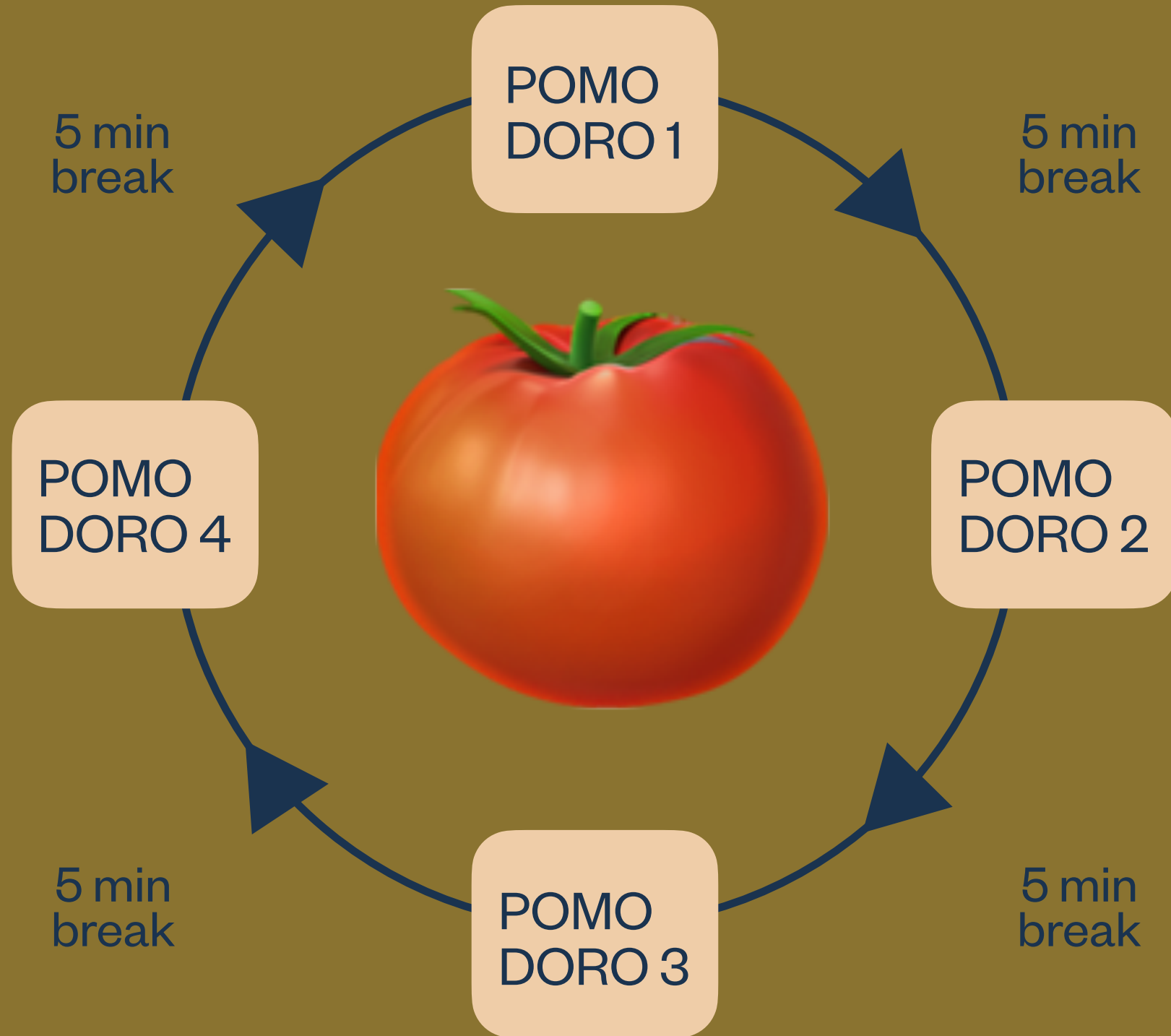
(UTC+01:00) Belgrade, Bratislava, Budapest, Ljubljana, PragueLabel

☐ Show third time zone in Day and Week view:

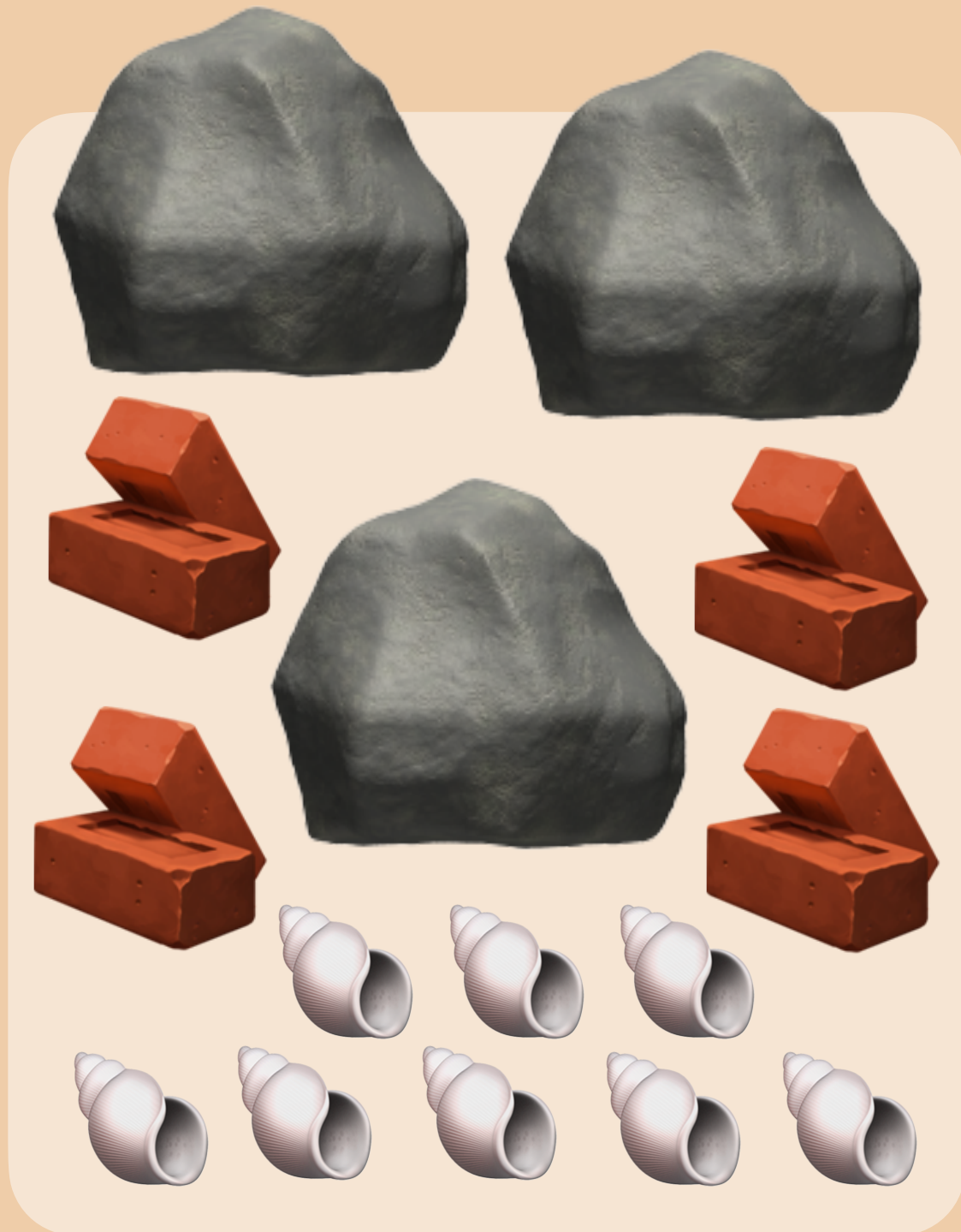
(UTC+01:00) Belgrade, Bratislava, Budapest, Ljubljana, PragueLabel

Propose New Time

TOOL



The order is key





WOOP Methode



Wish



Outcome



Obstacle



Plan

What do I
wish for?

What would
that feel like?

What could
hold me back?

What can I
do about it?



BOUNDARIES



Every "no" is also a "yes".



TAKE AWAY TAKE AWAY TAKE AWAY TAKE AWAY

- 1 In order to stay healthy, pay active attention to your needs.
- 2 Self care can be many things: exercise, check-ins or routines.
- 3 Deliberately plan time slots for deep work, breaks and meetings.
- 4 Define and prioritize your „big stones“ each week in order not to lose sight of what is important.
- 5 Use the WOOP method to put concrete plans into action.



And if everything fails?



Phone counselling: 0800.1110111
und 0800.1110222



Therapy / Coaching
www.psych-info.de / SHITSHOW



Psychiatric outpatient clinics



If you want to learn more



Resources

- Al-Refae, M., Al-Refae, A., Munroe, M., Sardella, N. A., & Ferrari, M. (2021). A self-compassion and mindfulness-based cognitive mobile intervention (Serene) for depression, anxiety, and stress: promoting adaptive emotional regulation and wisdom. *Frontiers in psychology*, 12, 648087.
- Covey, S. R., & Covey, S. (2020). The 7 habits of highly effective people. Simon & Schuster.

Tools

- Motivation Method: [WOOP](#)
- Tracking Tool: [Ein guter Plan](#)
- Journaling: [6 Minute Diary](#)
- Mindfulness: [Headspace](#)
- Time Management: [Pomodoro](#)



If you want to learn more

Quellen

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Thank you!

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