OCTOBER 13

Prioritize Healthy Habits

Canada's Healthy Workplace Month

EXCELLENCE CANADA

Sometimes we try to do too many tasks at once, which can create stress and reduce productivity. Focusing on one important task can help improve concentration and results.



Start with Small Daily Habits

Begin with simple actions like drinking water regularly or taking short breaks. Building a small habit can create big impact overtime.

Create Micro-Recovery Moments

Take short pauses to breathe, stretch, and relax your body. These quick resets help reduce stress and keep your energy steady throughout the day.

Choose how you will

Prioritize Healthy Habits

Build a Consistent Daily Routine

Try to keep a simple routine that you can realistically stick to. Some examples could look like fixed meal times, regular breaks and consistent sleep schedules.

Create a Health-Supportive Environment

Make healthy choices easy. For example, you can keep water nearby, prepare healthy food, and reduce distractions and stress triggers.

Learn more at
healthyworkplacemonth.ca

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improving performance, recognizing excellence • améliorer le rendement, reconnaître l'excellence

Daily Resource

"One-Task Focus Challenge"

- Choose ONE important task
- Work on it for 20 minutes without distraction
- Take a short break after

Workplace Tips

For Leaders

Activity: "Focus-Friendly Work Culture"

- Give one clear priority per task
- Avoid assigning too many tasks at once
- Allow distraction-free work time

For Team Members

Activity: "No-Distraction Rule"

- Turn off notifications
- Do ONE task at a time
- Use 20-minute focus blocks

> **"Small steps add up to big achievements."**
>
> **- Terry Fox (Canadian athlete)**

Learn more at
healthyworkplacemonth.ca