5 WAYS TO MAKE IT A HEALTHY WORK DAY

Are you looking for ways to be your best at your job? No matter what kind of work you do, you can improve your overall health and productivity with some simple, everyday habits.

Get enough sleep.

The National Heart, Lung, and Blood Institute says getting the right amount of rest helps you both physically and mentally. It boosts your energy and improves your immune system. It may also lower your risk of heart disease, diabetes and stroke. It helps you think, learn, react and deal with stress and anxiety. Aim for seven to nine hours of sleep each night.

Stay hydrated.

Drinking enough water is important for any job — whether you sit or stand at a desk, or you're lifting and moving throughout your day. When you are even slightly dehydrated, you can feel sluggish and you may struggle with problem-solving. If possible, take sips from a water bottle as you go through your day. The color of your urine can tell you if you're staying hydrated. It should be colorless or light yellow, according to The American Academy of Family Physicians.

Get up & move.

Avoid sitting at a desk all day without getting some physical activity. Get up and stretch when possible such as during a long conference call. If you get a lunch break, consider taking a 10-minute walk. This can energize you and help you cope with a stressful day.

Wash your hands often.

Areas in your workplace can be hot spots for germs that can make you sick. Wash your hands with soap and water after using the restroom, before eating, and after touching shared surfaces, such as door handles and computer keyboards. If someone around you is ill, avoid contact with them and be extra diligent about washing your hands.

Pack healthy snacks & lunches.

Eating fresh fruits, vegetables, whole grains and lean protein can give you energy as you move through your day. Don't choose unhealthy processed foods or fast food. Pack a healthy lunch the night before work, so you can just grab it and go in the morning. For information about the best foods for your health, refer to the Dietary Guidelines for Americans at health.gov/dietaryguidelines/2015.