



# How to Rest

### Take Rest Seriously

Rest helps restore our mental and physical well-being, giving us energy, focus, resilience and helps us to be more productive. Rest is also when we are more likely to have ideas, inspiration, and creative breakthroughs. In our busy lives, we can't treat rest as something we will do when we have finished everything else. We must make time for it.

### Focus

Create space for rest by structuring your daily schedule around unbroken periods of focused work. Concentrate your morning on your biggest, most cognitively demanding tasks; put off meetings until after lunch and try to check emails a couple of times a day.

### Layer Work and Rest

Alternate periods of intensive work with periods of deliberate rest. By resting immediately after a period of focused work, you can give your subconscious mind time to discover solutions to problems that are eluding your conscious effort. So, after a couple of hours sustained focus, take a few minutes, find a quiet corner and let your mind wander. Better yet, go for a walk.

### Detach from Work

Pay attention to the quality of your rest. Psychologists find that people who keep busy during their free time, who do not check their email at night and on weekends, and who truly leave work behind when they go on holiday are happier, more productive, and more resilient at work. It is called "Detachment". The better at it you are, the more restorative your rest will be.

### Detach from Devices

In our technology obsessed reality, we carry our entire work world with us wherever we go. It is not enough to leave the office if the office goes to dinner or to football or home with us.

Achieving the kind of detachment, we need for productive rest, cannot really be done without regularly disconnecting from our devices.

### Get Plenty of Exercise

The more movement you have in your life, the better your brain can perform. Exercise also makes us more resilient, better able to handle stress, and helps us live longer, healthier lives. So, make time to exercise.

### Take a week off every 3 months

Scientists have found that the happiness and relaxation we feel on holiday peaks after about a week., while the psychological benefits of a holiday last up to two months. The ideal holiday schedule is to take a week off every three months. This increases the amount of holiday-based energy and resilience we can draw on at work.

### Get Plenty of Sleep

Perhaps the most destructive myth of our work-obsessed culture is that sleep deprivation is a sign of commitment to one's job. Sleep does not just provide physical rest: it is a time of incredible mental activity, giving our brains time to consolidate memories and skills, and clear out toxins that are associated with dementia later in life. Sleep deprivation, meanwhile, increases the odds that we'll underperform, make mistakes, react emotionally, or overlook that important detail that makes the difference.

# Stay Alert, Stay Safe

[Find out more on Yammer or the Fatigue Reduction site](#)

