



# EXCEPTIONAL NEWS

Exceptional Solutions, LLC Newsletter

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## Stress Busters

Let's face it, work is stressful no matter what environment you may work in. The virtual work place seems like it's the life right? It offers more flexibility and many other perks but it also can be more stressful than working inside the office each day. The advance of technology has made working from home a breeze but there are some significantly negative side effects. The work load can become heavier, your work hours may increase and unpredictable interruptions could occur causing the employee to fall behind. Oh, but what about those dreadful distractions like the neighbor's dog barking during a conference call or thundering footsteps upstairs while trying to concentrate on getting out of e-mail jail after returning from a summer vacation? Is that really the life?

Recent studies from the Medical Xpress reported that 41-42 percent of remote workers experience higher stress levels and insomnia than office workers. When compared, only 25 to 29 percent of in office employees experienced these symptoms. What can you do to cut down on some of the burn out that accompanies your work at home life-style? There are many quick easy ways to relieve stress in your work at home space. Don't tense up, relax, relate, release! You are at home right? Remember, you are always in control of your atmosphere at home even while working there. Try these stress busters to keep you calm while handling your daily tasks and assignments.

## 7 Tranquil Ways To Relieve Stress

1. **Meditate:** You don't have to go deep off in the woods of the Smokey Mountains to meditate. You can experience relaxation and calmness right at your desk. I suggest stepping away from the desk and finding a nice cozy spot on the floor. Position yourself and sit in complete silence while controlling your breathing and thinking positive thoughts. Blow your anxieties away in a few quick minutes.
2. **Tennis Ball:** If you don't have time to step away from your desk you can roll a tennis ball back and forth underneath your feet. It's an easy and simple at home foot massage.
3. **Brush Your Hair:** I know, I know, but who has time to slay. You do, brushing the hair and scalp circulates the blood in your head and relaxes your entire body.
4. **Stretch:** Stretching relieves muscle tension. Roll those shoulders, arch that back, touch those toes and get down low in that squat.
5. **Color:** Invest in adult coloring books and colored pencils. Coloring has de-stressing power! There's a big kid on the inside of all of us right? Coloring stimulates the brain area that activates motor skills, the senses and creativity.
6. **Day Dream:** Make your day picture perfect. Visualize where you want to be, what you prefer to be doing or something you desire to have. Believe that it is so. That's sure to put you at ease and a smile on your face. Exercise those facial muscles.
7. **Soothe Your Ears:** Playing soft relaxing music is a sure way to relax and take away the stress of the day but try listening to nature sounds. Ocean or beach waves crashing against the shore, waterfalls or chirping birds are the most soothing sounds for relaxation and releasing. Close your eyes for about 3-5 minutes and imagine you're in paradise.



## Work and Travel

One of the greatest benefits of being a remote worker is having the capability to work from anywhere. It's emotionally beneficial to leave the home office every now and again to work at your Local Park or cyber café for a change of scenery. One fun fact is that virtual employees have the flexibility to travel more and go on vacations, enjoying the many luxuries of freedom while still remaining productive. Now, that's the life to live! We know the summer months have approached and no one wants to miss family travel because of work however keep in mind that even though as a virtual employee you can vacation on the clock and kick back on the beach with your lap top, there still remains important policies and guidelines that need to be adhered to. Stay abreast on your companies guidelines as pertains to work and travel. Reading the Code of Conduct and company Hand Book are some ways to stay in alignment with policies and procedures.

## Monthly Reminder:

### Travel Plans

Exceptional Solutions, LLC encourages you to enjoy the perks of being a virtual worker. Here are a few reminders as you prepare for any upcoming travel plans. While you enjoy we want to make sure you keep a few 'must' do's in mind:

- ◆ Continue to maintain a quiet work environment
- ◆ Work where there's high speed internet access
- ◆ Report days that one will be out of the office and an expected return
- ◆ Be sure to turn on the out of office email notifications
- ◆ Don't forget to pack computers, headsets, important work documents and resources
- ◆ Check in advance with the hotel to confirm if it allows use of the direct phone line for the purpose of routing calls

**Helpful Tip:** . When scheduling vacation days try to schedule one or two extra days to recoup before fully returning back to work.

## WAH Highlight :

*"As a Virtual Employee my most effective techniques for dealing with stress are my regimens of prayer, journaling and meditation."*

*-Dietta L. R., Tampa, FL*

## What's New for You?

*Exceptional Solutions now pays for training classes. Inquire within for more details!*