



ACTIVATE MY WELLBEING

Challenge Activity Booklet



POWERED BY
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Welcome!

Welcome to the Activate My Wellbeing Challenge! Over the next four weeks, you are going to learn tools and strategies that will help to support your physical and mental wellbeing.

What Is wellbeing?

Wellbeing is more than just feeling happy or having good health. It's a complex combination of a person's physical, mental, emotional and social health. It includes having good mental health, high life-satisfaction, a sense of meaning or purpose, and the ability to manage stress.

What is mental Health?

The World Health Organisation defines mental health as a state of well-being in which an individual realizes his or her own abilities, can cope with the normal stresses of life, can work productively and is able to make a contribution to his or her community.



Our mental health fluctuates over time, it is not stagnant. As a result, where you sit on this continuum can fluctuate. The strategies you will learn over the next 4 weeks will support positive mental health and help you develop skills which will enable you to better manage the times when you may find yourself moving towards the right hand side of the spectrum.

Getting Started

Goal Setting

Before you start on your journey to activate your wellbeing, we encourage you to set some goals. Write down any area in your life that you would like to make a change – it could be your physical health, nutrition, relationships or self-care.

	Examples	Things I currently do	Things I could try
 <p>Physical</p>	<ul style="list-style-type: none"> • Sleep • Nutrition • Exercise 		
 <p>Psychological</p>	<ul style="list-style-type: none"> • Relaxation (yoga, meditation, time in nature) • Learning new skills • Seeking help if struggling 		
 <p>Family</p>	<ul style="list-style-type: none"> • Relationship with Partner • Relationship with Children • Household chores 		
 <p>Work</p>	<ul style="list-style-type: none"> • Meaningful work • Reasonable hours and workload • Connection with colleagues 		
 <p>Community</p>	<ul style="list-style-type: none"> • Sense of belonging (member of local clubs) • Contribution (volunteering) • Friendships 		

**I don't focus on what I'm up against.
I focus on my goals and ignore the rest.**

—Venus Williams

Week 1: Building support

This week is all about finding ways to stay connected and support those around you. Connections can be strengthened by dedicating quality time, checking in and offering support. Check your weekly emails for details on each activity. Use the tracker below to stay accountable and tick off each activity as you complete it throughout the week (or the entire challenge).

WEEKLY ACTIVITY TRACKER				
	Activity 1 Make the call	Activity 2 Spend some quality time with your close ones	Activity 3 Connect with a colleague	Activity 4 Start the conversation
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

Strategies to Manage stress:

Building support is not just about supporting others, it's also about finding strategies to support your own mental wellbeing. We all need effective strategies when we are feeling stressed, anxious or overwhelmed. Some strategies include:

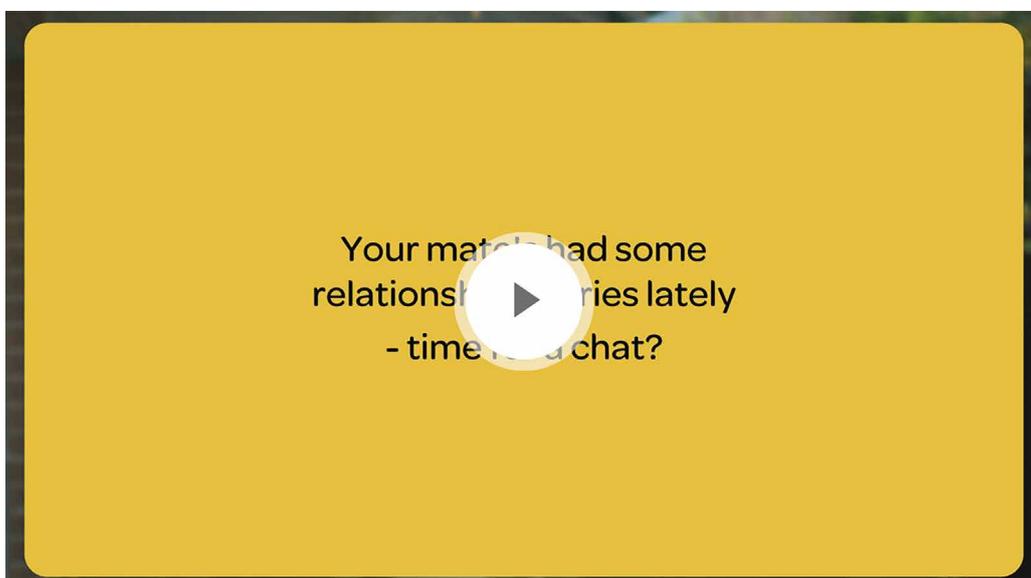
- ✔ **Prioritise sleep and exercise**
- ✔ **Meditation and breathing exercises**
- ✔ **Listen to music**
- ✔ **Talk to someone**
- ✔ **Engage in a hobby**
- ✔ **Keep a mood journal**
- ✔ **Seek professional help early from a GP or psychologist.**

Monitor your mental health by taking a free online quiz with Beyond Blue:

[Click here to take the quiz](#)

How to have a conversation: R U OK?

Want to have an R U OK conversation with someone but don't know how to start? Check out this interactive video from R U OK? to help you ask the people in your world how they're really going.



Week 2: Rest and Relaxation

This week is all about finding ways to restore the mind and body through acts of rest and relaxation. We will be focusing on getting quality sleep, taking time out to engage in a hobby and practice mindfulness.

WEEKLY ACTIVITY TRACKER				
	Activity 1 Create your sleep routine	Activity 2 Spend time on a (new) hobby	Activity 3 Complete an activity "with mindfulness"	Activity 4 Practice meditation
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

Practicing 'informal Mindfulness'

Try the mindful meal challenge using the following 4 steps:

Step 1: Choose your mindful mealtime

Choose one meal of the day to sit down and focus on the experience of eating. Allocate at least 20 minutes where you can be distraction free to enjoy your meal.

Step 2: Remove distraction

Remove any distractions such as your phone, laptop, TV or reading materials. Often when we are distracted, we get to the end of the meal without actually tasting our food or enjoying the experience of eating.

Step 3: Engage all of your senses

- Take a moment to smell the aromas of the meal before taking your first bite.
- Keep your eyes closed as you take your first mouthful.
- Consider the flavours, textures and sensations of the food as you chew.
- Put your knife and fork down between each bite, to fully immerse yourself in the experience and slow down the eating process.
- Savour each mouthful and stop when you are full.

Step 4: check in with yourself

Consider how you feel. Are you still hungry or are you eating out of boredom or habit? When you are in tune with your body you can separate out your hunger signals from emotional cues to eat.

Creating the perfect sleep routine:

When was the last time you woke up feeling fresh and relaxed after sleeping? Unfortunately, for most of us, it wasn't recently - in fact, recent research suggests that 30-45% of Australians struggle with insomnia or inadequate sleep.

The good news is that creating a sleep routine can improve both the quantity and quality of your sleep.

1 Go to bed and get up at the same time every day

- ✓ Waking up at the same time every day is crucial to setting a consistent sleep-wake schedule
- ✓ Determine your wake-up time and set an alarm
- ✓ Calculate your bedtime by allowing 8 hr 45 mins in bed



2 Exercise early every day

- ✓ Exercise can mitigate the symptoms of stress through the release of endorphins
- ✓ Exercise produces serotonin - a hormone essential for the sleep-wake cycle
- ✓ Moderate aerobic exercise increases the amount of time you spend in deep restorative sleep



3 Make your bedroom the perfect place to sleep - dark, cool and quiet

- ✓ The ideal room temperature is between 15 - 19 degrees
- ✓ Your body temperature drops as you fall asleep and continues to cool down until 5am. A bedroom that is too warm will disrupt this cooling process
- ✓ Consider block out blinds or thick curtains and white noise or earplugs for noise (including snoring)



4 No caffeine after lunch, avoid nicotine and cut out alcohol

- ✓ Caffeine consumed after lunch can still be circulating in the body at bedtime, interfering with the ability to go to sleep
- ✓ Cigarettes are a stimulant, also preventing relaxation
- ✓ Alcohol makes people feel sleepy but destroys the normal sleep cycle, leaving you tired and grumpy the next day



5 Create a relaxing night-time routine that does not include a screen

- ✓ The hour before going to bed is crucial for preparing your body and your mind for sleep
- ✓ Disconnect from all devices at least an hour before bed
- ✓ Dim the lights - this helps with melatonin production
- ✓ Lower your body temperature by having a bath or shower
- ✓ Create a 30 min wind-down routine (read a book, listen to music, meditate...)



Sleep Diary:

Keeping a sleep diary can allow you to discover any patterns or practices that are helping or hindering your sleep. To gain an accurate understanding of your sleep patterns, we recommend you fill out the diary for at least two weeks. We've given you diary entries for seven days so please make copies for subsequent weeks. It takes just a few minutes to complete each day! You will notice that some questions need answering first thing in the morning, some need answering at the end of the day.

If you do notice a pattern and want to make changes to your sleep routine, make one change at a time and implement for at least one week.



	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7
How many caffeinated drinks did you have before 5pm?							
How many alcohol units did you have after 5pm?							
In minutes, how much exercise did you do today before 9pm?							
In the hour before bed did you switch off all devices?							
In the hour before bed did you read a book?							
In the hour before bed did you complete a meditation practice?							
In the hour before bed did you have a shower?							
What time did you go to bed last night?							
What time did you wake this morning?							
How many hours did you sleep in total last night?							

Week 3: Physical Wellbeing

This week is all about taking care of your physical health, with the focus on boosting physical activity. It's time to set your goals and keep yourself accountable. Mark off your physical activity every day this week. Remember the goal is to meet the Australian physical activity guidelines AND to achieve >7500 steps every day.

WEEKLY ACTIVITY TRACKER				
	Activity 1 Hold yourself accountable	Activity 2 Complete an online workout	Activity 3 Stop sitting, start moving!	Activity 4 Step it Up!
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

Physical Activity Goal setting:

My weekly exercise goal this week is:

(e.g. To get outside for a 30 minute brisk walk every morning this week)



Stop sitting, start moving!

Even if you are meeting all of the physical activity guidelines, being sedentary is an independent predictor of metabolic risk. Here are some tips for reducing sedentary behaviour this week:

- Take your lunch break outside or in another location instead of sitting and eating at your desk.
- Do you have a weekly team meeting? If so, get your team to stand up for the meeting this week.
- Set a goal to stand at least once every hour. Set an alarm on your phone or on your desktop as a reminder.
- Move your rubbish bin away from your desk so you must get up to use it.
- Walk around the room during conference calls/ zoom meetings when you can.
- Get up to change the channel on the TV instead of using the remote.
- When tidying up, put things away in multiple small trips rather than one big haul.
- Walk around when talking on your mobile phone.
- Stand up and move during your favourite TV show.
- Walk to the supermarket instead of driving for small shops.

Fitness tracker

Keeping a physical activity diary can allow you to track your physical activity levels. At the end of the week, compare your diary results with the below physical activity guidelines for adults, to see where you can improve.



Be active on most, preferably all, days every week.



Accumulate 150 to 300 minutes (2 ½ to 5 hours) of moderate intensity physical activity or 75 to 150 minutes (1 ¼ to 2 ½ hours) of vigorous intensity physical activity, or an equivalent combination of both moderate and vigorous activities, each week.



Do muscle strengthening activities on at least 2 days each week.



7500 steps is a good target for adults each day.



The Hedges 3s ideal work pattern suggests that for a 7.5 hour work day (excluding lunch), individuals should have 16 sit-to-stand changes.

How many steps did you achieve? If you don't have a smart watch, your phone may track your steps).

In minutes, how much moderate intensity activity did you do today?

In minutes, how much vigorous intensity physical activity did you do today?

Did you complete any muscle strengthening activities today?

Did you stretch today?

How many standing/ movement breaks did you take while working to break up prolonged sitting?

Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Weekly Total

Week 4:

Nutrition For Wellness

This week is all about nourishing your body. Mark off your nutrition accomplishments every day this week. Remember the goal is to increase food variety, hydrate your body with at least 2 litres of water every day, eat the recommended serves of fruits and vegetables and try out some brain boosting foods!

For more information on how to nourish your body, check out the Australian dietary guidelines here: <https://www.eatforhealth.gov.au/>

WEEKLY ACTIVITY TRACKER				
	Activity 1 Aim for 30 a day	Activity 2 Hydrate	Activity 3 Go for 2 and 5	Activity 4 Consume brain boosting foods
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				

What is a serve of vegetables?

A standard serve is about 75g (100–350kJ) or:

- ½ cup cooked green or orange vegetables (for example, broccoli, spinach, carrots or pumpkin)
- ½ cup cooked dried or canned beans, peas or lentils (preferably with no added salt)
- 1 cup green leafy or raw salad vegetables
- ½ cup sweet corn
- ½ medium potato or other starchy vegetables (sweet potato, taro or cassava)
- 1 medium tomato

What is a serve of fruit?

A standard serve is about 150g (350kJ) or:

- 1 medium apple, banana, orange or pear
- 2 small apricots, kiwi fruits or plums
- 1 cup diced or canned fruit (no added sugar)

Or only occasionally:

- 125ml (½ cup) fruit juice (no added sugar)
- 30g dried fruit (for example, 4 dried apricot halves, 1½ tablespoons of sultanas)



Nutrition Tracker

	Day 1	Day 2	Day 3
How many different foods did you eat today? (Aim for >30)			
How much water did you drink today? (Aim for 2L)			
How many serves of fruit did you eat today? (Aim for 2)			
How many serves of vegetables did you eat today? (Aim for 5 or more)			
Have you tried a new food today? (Something you don't usually eat)			
Did you have any foods containing added sugars today? (e.g. biscuits, cakes, pastries, ice cream, lollies, chocolate, soft drinks or alcohol)			

Day 4	Day 5	Day 6	Day 7	Weekly Total

Food variety Checklist

Check off the foods you have tasted. Try something new.

Wholegrains

Brown rice
Whole wheat pasta
Whole wheat bread
Whole wheat flour or white whole wheat Flour
Whole-grain cold cereal
Rye
Buckwheat
Bulgur
Quinoa
Millet
Spelt
Barley
Oats
Polenta

Dairy

Dairy or calcium fortified alternative (e.g. soy, almond milk)
Yogurt
Hard cheese
Ricotta cheese
Milk & dairy
Cottage Cheese
Cream cheese
Kefir

Fruit

Apple
Pear
Banana
Peach
Apricot
Honeydew Melon
Watermelon
Avocado

Tomato
Grapes
Berries
Strawberries
Black current
Cherries
Dragon fruit
Watermelon
Rock melon
Durian
Dates
Figs
Sultanas
Raisins
Grapefruit
Guava
Kiwifruit
Lychees
Mandarin
Mango
Nashi ear
Nectarine
Orange

Olive
Plum
Pineapple
Peach
Paw Paw
Papaya
Pomegranate
Quince
Rhubarb
Rambutan
Tangerine
Watermelon
Lemon
Lime
Canned fruits without added sugar/syrup
Frozen berries
100% fruit juice

Vegetables

Alfalfa
Asparagus
Artichoke

Bean sprouts
Broccoli
Beetroot
Brussel Sprouts
Bitter melon
Bok choy
Cabbage
Carrot
Capsicum
Celery
Corn
Cucumber
Daikon
Eggplant
Fennel
Garlic
Kohlrabi
Kale
Kimchi
Kumara
Leek
Lettuce

Legumes
(see 'protein'
section)
Lentils
Mushrooms
Mung beans
Onion
Okra
Parsnip
Peas
Potato
Pumpkin
Radish
Sauerkraut
Shallot
Snow peas
Spinach
Sweet potato
Swiss chard
Silver beet
Squash
Soybeans
Tomato
Turnip

Taro
Water
chestnuts
Zucchini

Nut/seed
butter (e.g.
natural peanut
or almond
butter)
Egg
Greek yogurt

Protein Sources Vegetable Based Protein Sources

Beans
(pinto, kidney,
black, soy,
etc.)
Peas
(chickpeas,
sweet peas,
lentils, split
peas, etc.)
Hummus or
other bean
dip/spread
Tofu
Tempeh
Nuts
(unsalted and
dry roasted)
Seeds

Lean Meats And Seafood

Salmon
Tuna
Mackerel
Sardines
White fish
Squid
Crab
Lobster
Oyster
Prawns
Beef
Chicken
Turkey
Lamb
Lean pork

Congratulations!

Congratulations for completing the Activate My Wellbeing Challenge!

Don't stop your journey to wellbeing here! To finish the challenge, we encourage you to set a new goal for each of the following four pillars of wellbeing to achieve in the weeks ahead:

I will stay connected with my friends/ Family/ work mates by:

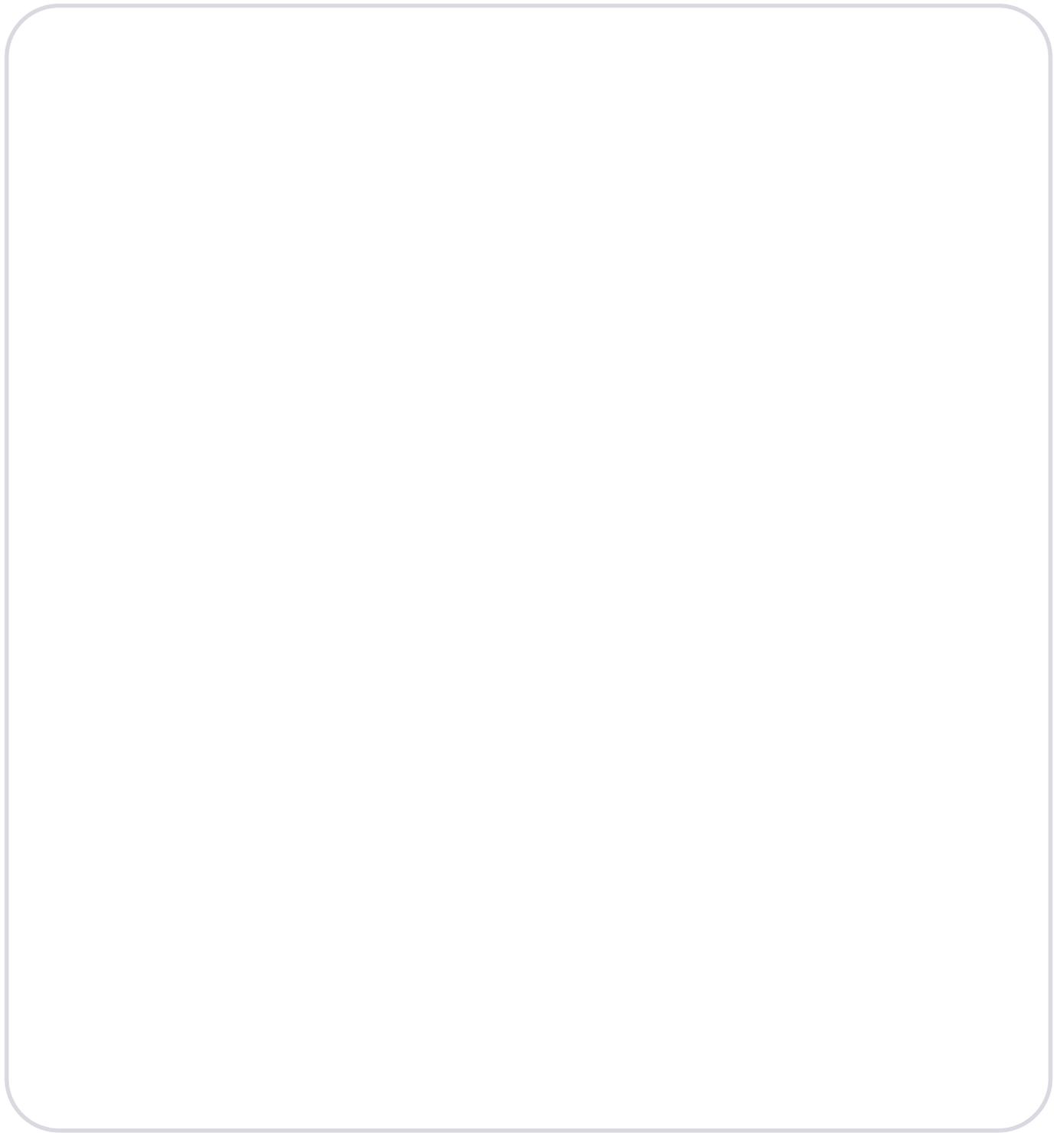
I will practice rest and relaxation by:

I will take support my physical health by:

I will prioritise good nutrition by:

NOTES

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Visit www.activateyourworkforce.com.au to find out more