

ST SUNDAY TIMES APPOINTMENTS

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Work-life balance - Re-look at the choices you make

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In the modern world many of us have to work hard to secure our jobs, careers and future. As a result, we get little sleep and rest, tipping our life out of balance and our body out of shape.

Most people blame their job or boss or both, when asked why their lives are all work and no

fun. This is not the reason. The reason is the decisions or choices you make. If you are a white collar worker, you have been dragged to your current state of being a slave of time. Time is no doubt indispensable. However, you need to make clever choices on what you want to do with your time.

The following ways will help you to achieve a work life balance and become a true professional.

1. Motivate yourself constantly - Adopting the

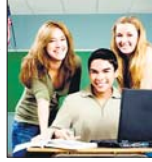
right mindset and attitude towards stress ensures a rewarding experience. Stress is a neutral condition and is totally dependent on how you view it. Having less time for more work, may appear daunting to some, but for others it is considered challenging and even motivating.

At work, if you find that you have too much to do resulting in high levels of stress, take the sensible approach and speak to your boss about it. Work out a realistic schedule to com-

plete the tasks. Use positive self talk to calm your mind and motivate yourself to meet deadlines.

2. Goal Setting - Goals are the key drivers of work-life balance. You need to clearly define your personal and life goals. With the goals in place, try to visualize the look and feel of success. Regular visualization exercises will motivate you and take you closer to your destination.

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