



June 2012

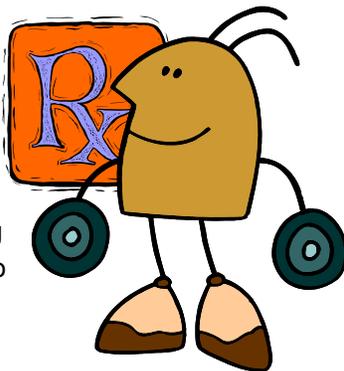
[www.ohio.gov/eap](http://www.ohio.gov/eap)

## Managing Obstacles to Exercise



**T**o enjoy the benefits of exercise, you need to be a good manager of obstacles that can impede progress and thwart your goals. Most obstacles fit within four broad categories: reduced motivation, physical tiredness, scheduling conflicts, and sudden interruptions. Write down your personal intervention plan to address each of these areas of potential trouble. It may add momentum so you succeed with your fitness program. Is exercising in the morning best for you, but procrastination starts after you sit down at your computer? Make a hard rule to exercise first. Too tired to exercise after the long commute home? Then exercise for 15 minutes instead of your usual 30 minutes. The more detailed your plan, the better your chances of overcoming the obstacles.

## Mental Health Fitness



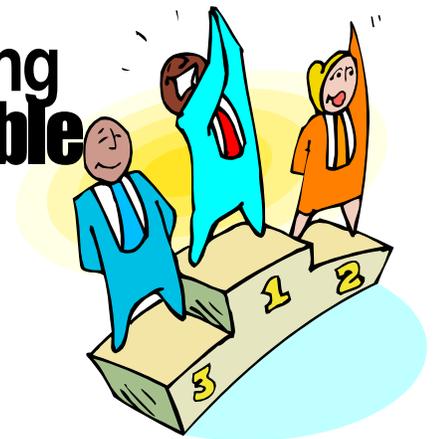
**I**f you are being treated for anxiety but aren't participating in an exercise program, talk to your doctor about starting one. Exercise supports mental health fitness, so it's commonly recommended for those who suffer from depression. Few people are aware, however, that exercise can also help manage anxiety. Symptoms associated with anxiety disorders include excessive worry and self-doubt, apprehension, obsessive thinking, fear, and panic. Your response to stress may improve with exercise and so may your quality of sleep, and you may gain a more positive outlook and increased self-confidence. Source: <http://1.usa.gov/exercise-fitness>

## Beat the Heat of Hot Summer Work



**R**est, water, and shade are the code words for summer outdoor workers. Does that include you? In 2010, 4,190 workers suffered heat-related illness on the job, and 40 workers died as a result. Keep an eye on your coworkers. You may spot the early signs of heat illness before the victim recognizes a problem: headache, profuse sweating, dizziness, cramps. Although outdoor workers in a variety of industries are susceptible to heat illness, those in construction and agriculture are the most vulnerable. Source: <http://1.usa.gov/rest-water-shade>

## On Becoming More Likeable



**I**t is a tremendous life advantage to be liked, but *trying* to be liked is often viewed as a negative because it implies you're not genuine or you are willing to forfeit your integrity to win favor. These are broad misconceptions. Adopting or building on your likeability traits is smart. Here's a secret: Likeability is not about you. It's about others and how you treat them—how you genuinely empathize and recognize, experience, and seek out others and discover what interests them. How you look, what you possess, or your intelligence are less important. Grow your L factor by learning more from the book, *The Likeability Factor*, by Tim Sanders.

# Improving Cross-Cultural Communication



**T**he workplace is increasingly cross-cultural, but do you have a good understanding of cross-cultural communication? It continues to grow as a field of study and education, and more companies are seeking to preempt big problems that can occur because of a lack of education between cultures. Work culture differences are not just about country of origin, but *identity* with one's culture, race, ethnicity, gender, sexual orientation, age, social class, and roles. When employees work well in a cross-cultural environment they are assets, but when they don't, productivity suffers. There are many opportunities for miscommunication in cross-cultural workplaces. What we say, what we do, what's implied, or what remains unsaid are all open to interpretation and cross-cultural miscommunication. These things as misinterpreted by others can lead to conflict and difficult relationships on the job. It can be easy to dismiss the need for learning about cross-cultural communication if you are a member of the dominant culture within a work organization. Business organizations are discovering that this view no longer supports their productivity goals very well and in fact can undermine them. Some employers are training employees in cross-cultural education so they can communicate better, but if you don't get this training, you can still do your own research and become a better cross-cultural communicator. It can make you more valuable to your employer and a role model for others. Start by taking a look at the book *52 Activities for Improving Cross-Cultural Communication* at <http://amzn.to/52-ideas>.

# Avoid Workplace Harassment



**F**ew people would consider themselves the type of person who would harass someone, and the truth

is that most of us would not knowingly harass another person. This highlights an important myth—that workplace harassment is a consciously malicious act. Harassment can happen even if there is no intention of doing it. More often, harassment stems from common human failings like a lack of consideration or empathy, ignorance of acceptable boundaries, difficulties with impulsive behavior, or simple thoughtlessness spurred on by bias or personal problems. There's a simple rule to follow if you say or do something that another person finds offensive. If someone says "stop that," "don't do that," or "no," then stop it and don't do it again.

# Check the Attitude to Avoid an Accident

**U**nderstand attitudes about accident prevention to prevent more of them. Ninety-nine percent of fatal accidents are related to transportation, assault and violence, contact with an object, falls, or exposure to a harmful substance or environment. On the surface, contributing factors may be inadequate training, poorly maintained equipment, distractions, work overload, inattentive driving, etc. Delve deeper, however, and you will often find *attitudes* are the true culprits—and along with it the resulting behavior or lack of it. Attitude #1: Accidents happen to other people. *Result:* Prevention is not a priority. Attitude #2: No accident means no apparent problem exists. *Result:* Prevention is ignored. Preventive action does not precede the accident; it follows to prevent a second event. Attitude #3: No assigned accountability means it's not my job. *Result:* Prevention is ignored unless assigned. Consider your attitude and behaviors toward accident prevention. You may save a life at home or work.



# Reducing Workplace Aggression

**A**lthough aggression between coworkers may arise as a result of workplace stress, reducing aggression on the job ultimately hinges on self-control, personal responsibility, and strategies that support healthy communication. To interrupt the pattern, commit to reducing aggressive interactions and agree not to reciprocate or argue about who started it. Meet frequently and, along with other business, make a point to ask "How are we doing with our communication?" It takes only a minute for this awareness exercise to dramatically reduce ill-tempered and snippy communication. Focus on what's working well in order to reinforce your progress. Studies show that victims experience adverse physical and mental health consequences from workplace aggression, even if behaviors are so subtle as to practically defy description. Source: <http://bitly.com/aggress-not>



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