












TIME MANAGEMENT  
**OCTOBER**

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1  <b>World Vegetarian Day</b> Use today to go meatless! Try out a new vegetarian dish to fit more veggies into your diet.	2 <b>Building a Balanced Life</b> Join us TODAY to learn actionable tips to improve time management, empowering you to optimize your schedule and create more room for what matters.	3 <b>Plan Your Days</b> Make a list of daily, weekly, and monthly tasks that you will need to do to achieve your goals. What have you tried in the past? Did it work? If not, what can you do differently?	4 <b>Give Yourself a Break</b> Dedicating time in your day to brief disconnections from your work will allow you to decompress and come back to your active tasks with a new perspective.	5  <b>Healthy Outlets</b> When stress occurs, it's important to find healthy outlets to relieve these stressors like going to the gym, spending time with family, or enjoying a new hobby.
6  <b>Mental Illness Awareness Week</b> Millions of Americans face the reality of living with a mental health condition. Learn more about mental illness this week to help spread awareness.	7 <b>Mental Well-Being</b> Focusing on your mental health can improve your work and overall happiness. Check out our mental health education page for some great resources.	8 <b>Stand up!</b> 1 in 3 workers sit at their desk the entire day. Don't forget to take a break and get some steps in this week.	9 <b>Stay Organized</b> Developing organizational skills will help you strengthen your planning capabilities. Not having to worry about finding items will help alleviate daily stress.	10  <b>World Mental Health Day</b>	11 <b>Learn to Say No</b> It's important to set boundaries and not overcommit yourself. Saying no to additional responsibilities can help you focus on your priorities.	12 <b>Stronger Resilience</b> Exercise is a healthy way to build resilience and cope with mental or emotional challenges instead of turning to negative behaviors, alcohol or other substances.
13 <b>Prep for the Week</b> Got a busy week ahead? Prep your meals and map out your to-do list today to have a successful start to your week.	14 <b>Set Priorities</b> Building a balanced life often involves making conscious choices and prioritizing what truly matters to you. What aspects of your life are you focusing on balancing right now?	15  <b>Monthly Newsletter</b> Our Live Well, Work Well Newsletter is here. Check it out on our blog!	16 <b>"Balance is not something you find, it's something you create."</b>	17 <b>Eat Real Food</b> Cut down on fried sides and swap them out for fresh fruit or vegetables for a more well-balanced meal.	18 <b>Stay Hydrated</b> Good hydration is critical to health and keeps our bodies performing at their best. Be sure to get at least 8 glasses of water in every day!	19 <b>Practice Mindfulness</b> Take time to be present in the moment. Mindfulness can reduce stress and improve your overall well-being.
20 <b>"Life is a balance of holding on and letting go"</b>	21  <b>Be Grateful</b> Take time to write down 1-3 things you're grateful for today.	22 <b>Track Your Tuesday</b> Try and increase your steps by 20% from yesterday. Track your steps in your HealthCheck360 app!	23 <b>Ask for Help</b> If you're feeling overwhelmed, don't hesitate to seek support from friends, family, or a professional.	24 <b>Well-Being Everyday</b> Well-being isn't a sprint, it's a marathon. Acting with awareness and intention will improve your overall well-being throughout your life.	25  <b>Get Better Sleep</b> Aim for 7-9 hours of sleep each night. Good sleep is essential for physical and mental health.	26 <b>No Shortcuts</b> There isn't a "magic pill" to health and well-being. Set small goals and work towards them daily for lasting effects.
27 <b>Find Balance</b> Take some time to really look at your life, your state of mind, and how you're feeling. Be honest with yourself and notice the areas of your life that you're neglecting.	28 <b>Change of Scenery</b> 24% of remote workers never leave their homes during a workday. Switch it up today by visiting a coffee shop or going for a walk over your lunch break.	29 <b>Highlight Reel</b> Social media is just a small snapshot of someone's life. Don't compare yourself and progress to others.	30  <b>Healthy Hobbies</b> Engage in activities that you enjoy and that bring you joy. Hobbies can provide a sense of accomplishment and relaxation.	31  <b>Happy Halloween!</b>	 HealthCheck360  @healthcheck360  @HealthCheck360	

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