

Dan's Letter™

"Please...let me introduce you to my mind...one article at a time."



FROM THE DESK OF DAN ANDERSON

Increase Your Productivity

Being more productive isn't just doing things faster. It takes a shift in your mindset. Follow this advice from the Everygirl website for getting more done.

- **Start a "Happy" file.** Collect emails from bosses and customers praising your work. Take a look at them when you're about to start a new project, or at the beginning of the week to build your confidence and motivation.

- **Track progress, not to-do lists.** A to-do list is a good start to any project, but it's also useful to keep track of your progress toward completion. Prioritize activities and manage your energy over the long haul.

- **Use the buddy system.** Connect with a colleague who will help you stay on schedule. They can offer encouragement when your motivation starts to fade.

- **Find the right task management tools.** Look around and invest in digital tools that will help you stay on task more actively, offering daily reminders of deadlines, commitments, and priorities.

- **Be realistic.** Don't strive for perfection at the expense of productivity. Focus on what's important and leave nonessential tasks behind.



- Dan A.



(BPT) - Life is messy and full of distractions. How many of us planned to go to bed early only to stay up streaming our favorite shows? What about scheduling time to work out, then getting caught up in work and running out of energy? Even when you're highly motivated, it's easy to get sidetracked. That's OK. The key is finding ways to reset, bring yourself back into balance and set yourself up for lasting success.

Motivation is a driving force for change, but not all motivation is equal. Some motivation is controlled by outside forces like praise, while a powerful one comes from within and is tied to your values. For example, you may choose to be active because you love a certain activity. When a habit is personally meaningful, you are more likely to sustain it.

"Building healthy habits takes time and dedication, but doesn't have to be overwhelming," says Alyssa Burnison, MS, RD, LN, and the director of program and nutrition, lead registered dietitian and licensed nutritionist at Profile Plan. "Incorporating just one of the following tips can make a world of difference."

1) Give yourself a break: The first step in the reset process is to give yourself a break. Life is hard and we all slip up from time to time. Forgive yourself, approach your journey with compassion and don't waste time on shame, frustration or guilt. You're here now and ready to commit to yourself.

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2) Start the planning process: Prior planning prevents poor performance. Take stock of what condition your habits are in. Have you slipped up on good habits and need to rebuild them, or do you need to start from scratch? Do you have to eliminate bad habits before you can build new ones? Write down your good and bad habits so you can monitor them throughout your process.

3) Make motivation part of your routine: Be sure you've defined your "why" - the reasons you want to build new habits. Then, find ways to remind yourself of your why. Put notes on a mirror or a kitchen cabinet. Change your phone background to a photo or quote that motivates you. Find any way that reminds you why your efforts are worthwhile.

4) Start small: Setting a large goal can be intimidating and feel unachievable. Instead, break larger goals into smaller, specific steps that will work for you. You don't need to hit the gym for an hour every day to see results. Start by finding ways to increase activity throughout the day. Take the stairs more often or park further away from the building. Small changes add up quickly.

5) Link a new habit to an existing one: The easiest way to make a new habit stick is to connect it with an ingrained one. Instead of just walking to get your mail, extend your trip and walk a few blocks as well.

6) Cut comparison: Comparison is your biggest enemy. No two people have the same journey, and you are sabotaging yourself by

comparing your progress to others'. Focus on reminding yourself how far you've come.

7) Make it exciting: Whether you're trying to eat better, exercise more or simply build healthy habits like better sleep hygiene, make it exciting for yourself by trying new things. Visit food blogs for recipe ideas. Try a new exercise like rock climbing. Build a relaxing bedtime routine you can look forward to.

8) Don't give up too soon: It takes time to build a routine. You won't create healthy habits by doing them once or twice. On average, it takes at least two months, and sometimes up to a year, for a new habit to become routine.

9) Track your progress: To make a new habit stick, you have to build accountability. Make a plan, then track your progress. Habit trackers will help you monitor your meals, build your self-care plan and track your progress toward your healthy habit goals. You can create your own or find one to download online. Profile's can be found at profileplan.com/profile-planner.

10) Find support: Create your own cheering section by asking friends and family to support you. Make healthy recipes together or go for group walks. If you need even more help, coaches can be an amazing resource for support and guidance.

"Embrace just a few of these ideas and you'll be headed in a healthier direction," says Burnison. "You can always add on as you make progress - that's what our coaches tell Profile Plan members."

Take These Steps To Treat Burns

Electricity can cause serious burns and injuries—sometimes fatal. The Verywell Health website shares this look at the different kinds of burns you might encounter, and what to do about them:

Superficial. These types of burns affect only the top layer of your skin, causing pain, redness, and swelling.

Partial thickness. Although these are usually considered minor burns, they can be major if they're spread widely over your body. These burns affect the outer layer of skin and the layer beneath it. They're considered minor if they affect less than two or three inches of skin, but major if they affect a larger area, including hands, feet, face, groin, buttocks, or a major joint.



Full thickness. The most severe type of burn, also called third-degree burns. They affect deeper layers of tissue and can appear white or black. The skin affected by the burn often becomes numb after the injury.

Mild burns can usually be treated at home. Run cool water—not ice water—over the affected area, or soak it for five to 30 minutes. Cover the burned skin with a dressing that's clean, dry, and sterile; protect it from friction or pressure. Take over-the-counter medications like acetaminophen or ibuprofen to manage pain. Call your doctor to make sure you're doing the right thing.

Severe electrical burns require more extensive treatment at an emergency room or hospital. This can include intravenous fluids, surgery, skin grafts, and in some cases airway protection and life support.



BRING KIDS INTO THE KITCHEN



Getting your young children involved in preparing your family's meals can teach them lots of valuable skills, and can also improve the bond with your kids. Use cooking to teach them these useful kitchen habits:

- **Following directions.** Learning to follow step-by-step instructions and seeing the results teaches kids patience, the value of doing things in order, and sticking to a program.
- **Creativity.** Let your kids experiment with the food around your kitchen to see what they can create without restrictions. You may be surprised by the results, and children will learn from their successes and mistakes.
- **Motor skills.** Measuring, pouring, mixing, and other tasks help your children learn control and steadiness. Older children can take on more advanced roles like kneading, rolling, and other skills.
- **Healthy eating.** Use the opportunity to point out what foods are good for children's growing bodies. Giving them some choice in what fruits and vegetables to buy is a good way to encourage them to eat a healthy diet.

TAKE A BREAK!



Zucchini Tomato Bake

Ingredients

2.5 lbs. zucchini 2 large, cut into quarters
 10 oz grape tomatoes cut in halves or 2 large tomatoes, diced
 5 garlic cloves minced
 1/2 cup Parmesan cheese grated
 1 tsp any dried herbs like basil oregano or Italian
 3/4 tsp salt
 Ground black pepper to taste
 1/3 cup parsley or basil finely chopped
 Cooking spray

Instructions

Preheat oven to 350 degrees F and spray 8 x 8 or 9 x 11 baking dish with cooking spray. Set aside.

In a large mixing bowl, add all ingredients, except parsley/basil; stir to combine.

Transfer to a prepared baking dish and bake uncovered for 25 minutes for crunchy zucchini or 35 minutes if you like well cooked vegetables. Check for doneness with a fork or knife after 25 minutes. Remove from the oven, garnish with basil or parsley and serve hot/warm.

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