



Work Smart. Think Different.

WORK SMART. LIVE WELL.
ON THE EDGE

Results from Quiz: Am I Burned Out?

Your Results

On The Edge

Based on your results, it sounds like you have good days but increasing days when you are pressured and do not perform at your best.

You may feel like there are few options other than work. Perhaps, you are in a season of high pressure and the end is in sight, or you have a history of pushing, and have not learned balance.

The tips in this e-book and in our network will help you develop self-awareness and a commitment to learn to step back and rejuvenate to avoid going over the edge.





Burning the Midnight Oil?

Working Late without Relief?

What often sets, "on the edge," in motion is wanting to get it all in and figured out quickly. Maybe you just got a promotion, started with a new team and are putting in those extra hours because there is so much information...

Meanwhile there will ALWAYS be too much information and something else to do; staying late cannot be your 'go-to' solution.

Because what usually goes along with this sense of urgency is that you stop doing all the healthy habits that keep you in check.



Daily Balance

The first step to finding balance, every day, is to recognize what keeps you grounded. Think of THE ONE THING you cannot do without and make sure this is on your calendar. It becomes sacred time.

What is one thing that REALLY keeps you going during the day?



**BALANCE IS NOT A ONE
WALK DOG. YOU HAVE TO
KEEP MOVING TOWARD IT BY
ACKNOWLEDGING YOUR
NEEDS ALONG SIDE YOUR
DEMANDS.**



DAILY BALANCE

Understand the demand. Is it what you think or has the 'stress reaction' exaggerated it?



Learn to say no. Stop enabling people by picking up their slack!

Learn to stop stress in its tracks so you do not leak energy and focus.

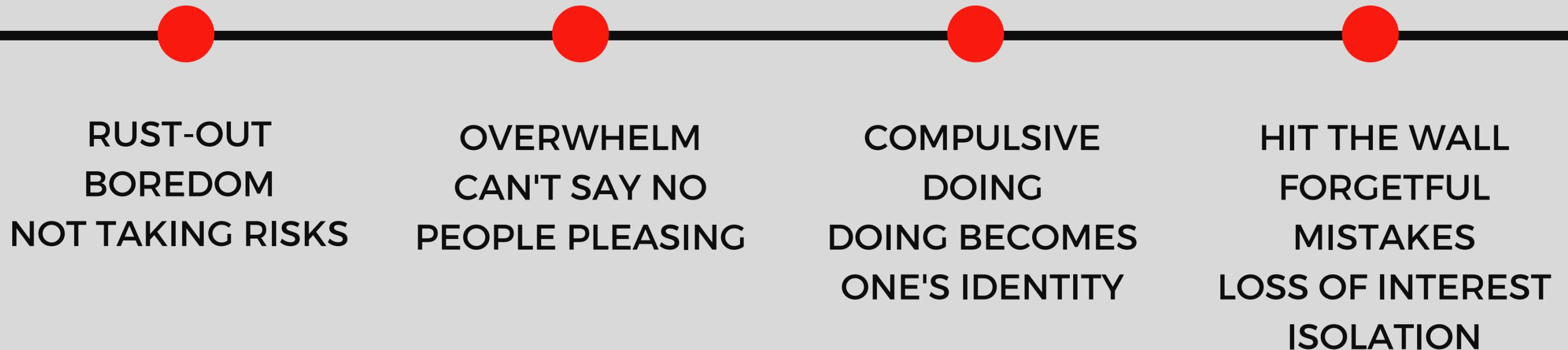
Maintain your sacred time.

Balance happens over the course of a week, not every day is 'exactly' balanced.



Timeline of Stress

Where do you live?





Rust Out

The End Game of Boredom

You may be thinking, "I would love to be bored... I have so much to do." This sounds more like compulsive doing which is the edge of burnout.

Living in a chronic state of boredom, while it sounds appealing to someone going 100 MPH, it is essentially inertia. When you stop growing, stretching or learning new things, you rust! And this is when your joints get stiff and so does your mind. You stop wanting more for yourself. You stop dreaming. And this is a loss to the entire world.

Our spirits are designed to stretch. God is progressive meaning He wants us all to grow and multiply. And this the power we have in us, if you do not exercise it, you lose it.

Can't Say No

People pleasing is a habit. Time to rethink this one!

You probably say your mother do it and then watched someone at work, perhaps your boss is like this... It starts out feeding you with good feelings because people REALLY appreciate you.

And then the demands increase, you do not always WANT to do what you are asked and you are in a trap. The cycle of resentment and guilt sets in.



The Work Smart Network

Our exclusive platform to work smart and live well!

Whether you want to learn more about saying no or being the best leader you can be... our network has several membership options. Since you took our quiz you have access to our free level which will take you further into learning more about work life balance.

Click the middle cell phone to join - it is free!



Dr. Cynthia Howard

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Found of the Network

**Executive Coach & Performance
Consultant**

Cynthia has worked with many leaders and professionals who want more from their life. After several decades of coaching amazing people and working with organizations who want to grow, she started the movement to work smart and live well. The foundation of this is the Work Smart Network where individuals and corporations can come together to learn, connect and grow.



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THE WORK SMART NETWORK

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