

## Health management



When we find ways to work at our own pace, manage our time well, and know how to refuel briefly and effectively at work, we will get more done with less effort. The benefits are higher productivity, better health, and greater satisfaction at work and in our private life.

## Mögliche Inhalte

## Time management

- Elicit personal work style
- Personal activity analysis
- Daily and weekly planning
- Setting priorities
- Delegation

## Self- and ressource management

- Resilience
- Recognizing disruptive factors in everyday life and developing measures against them
- Understanding stress (stress cycle)
- Prevention of burnout
- Various exercises suitable for everyday life