RECLAIM CONTROL!

A six-week work-life balance challenge

Reclaim Control

Description: This six-week ***Reclaim Control Challenge*** offers a series of helpful tips to build healthier habits for a more balanced lifestyle. This challenge is designed to engage and address key dimensions of wellbeing, contributing to a healthier work-life balance.

Challenge Goal & Tracking: Log each week's required activity in the mobile app or web portal at the end of each week (every five days) to qualify for [insert reward or incentive].

*NOTE: Each week of this challenge requires tracking a different activity:

- **Week 1: Mindfulness:** Track mindfulness moments for 5 days in the Wellbeing Journal.
- **Week 2: Set Manageable Goals:** Set goals for 5 days in the Wellbeing Journal.
- **Week 3: Unplug:** Log how much time spent unplugged or relaxing for 5 days in the Wellbeing journal.
- **Week 4: Nutrition:** Log least 3 servings of fruits and 3 servings of vegetables into daily diet for 5 days.
- **Week 5: Physical Activity:** Log at least 30 minutes of physical activity for 5 days.
- **Week 6: Sleep:** Log at least 7 hours of sleep for 5 days.

Steps to Enroll (*Included in enrollment messages)

This challenge begins [DATE]. To sign up:

- Visit the mobile app or web-based portal.
- Click the ***Reclaim Control*** banner on the **Today** screen.
- Click **Enroll** and you're all set!

Notice of Challenge Requirements (*Included in all messages)

Complete the challenge goal and log the required activity in the inHealth Wellbeing app or web portal by [date/time] for all six weeks to earn to [earn/qualify for] [insert reward or incentive].

Introduction/Enrollment Message

Feeling overwhelmed and burned out? Join our six-week challenge – a series of helpful tips to build healthier habits toward a balanced lifestyle and ***RECLAIM CONTROL!***

Prioritizing the demands of a career and personal life can be challenging but achievable with a little mindfulness. Creating balance requires managing time better, investing in personal growth, practicing mindfulness to help you focus and reduce stress, and making a personal commitment to improve your health and wellbeing.

The challenge starts [DATE]. Enroll by [DATE] to join and log each week's required activity in the inHealth Wellbeing app or web portal to [earn/qualify for] [insert reward or incentive].

"Happiness is not a matter of intensity but of balance, order, rhythm, and harmony." ~ Thomas Merton

Week 1: Mindfulness

Be mindful of your emotions and how you spend your time. Reflect on whether you feel fulfilled and happy or angry and resentful. Mindfulness can guide you to make changes for a more harmonious life. It's also crucial to be mindful of your time, ensuring that you set boundaries and make time for yourself and loved ones.

[Button] Try These Mindfulness Exercises

In your Wellbeing Journal, track your mindfulness moments for 5 days. Note how much time you spent on mindfulness, the emotions you experience, and reflect on how you spend your time. Can you identify areas where you can set better boundaries?

Tracking Instructions:

- Click on **Health Tracking** from the main menu on the mobile app or web-based portal.
- Select **Wellbeing Journal**
- Enter the date you are tracking and enter your responses to this week's prompt.
- Click the **Add** button to save your entry.

"Balance is not better time management, but better boundary management. Balance means making choices and enjoying those choices." — Betsy Jacobson

Week 2: Set Manageable Goals

Setting achievable goals can provide mental clarity and reduce stress. Create a "To Do" list to help you stay focused and productive. As you set goals, consider both short-term and long-term objectives. Celebrate your achievements, no matter how small.

[Button] Set SMART Goals

In your Wellbeing Journal, list your daily goals for 5 days and track your progress. Reflect on the strategies you used to reach these goals and how you celebrated your successes.

Tracking Instructions:

- Click on **Health Tracking** from the main menu on the mobile app or web-based portal.
- Select **Wellbeing Journal**
- Enter the date you are tracking and enter your responses to this week's prompt.
- Click the **Add** button to save your entry.

"The key is not to prioritize what's on your schedule, but to schedule your priorities."
~ Stephen Covey

Week 3: Unplug

It's important to disconnect from work and establish boundaries, making time for relaxation to give your brain the time it needs to recharge and reduce stress.

At work, explore options like flex hours or a compressed workweek. At home, create a morning and evening routine that includes activities like stretching, journaling, or listening to calming music.

[Button] Ideas for Unplugging

In your Wellbeing Journal, document your experiences with unplugging this week. Log at least one activity you did each of the 5 days to relax and note how they impacted your mood and stress levels.

Tracking Instructions:

- Click on **Health Tracking** from the main menu on the mobile app or web-based portal.
- Select **Wellbeing Journal**
- Enter the date you are tracking and enter your responses to this week's prompt.
- Click the **Add** button to save your entry.

"Almost everything will work again if you unplug it for a few minutes, including you." ~Anne Lamott

Week 4: Nutrition

A balanced diet is essential for overall wellbeing. Consuming the proper nutrients will boost your immune system and give your body sufficient energy. Include nutrient-dense foods like fruits, vegetables, and whole grains in your meals. Blueberries, red bell peppers, broccoli, salmon, garlic, ginger, spinach, yogurt, and almonds are just a few great choices to include in your daily diet to lower your risk for serious health problems, boost brain power, and maintain a healthy weight.

Making small lifestyle changes prioritizes your health and puts you on the right track to a more balanced life!

[Button] Tips for Healthy Eating

Use the Vegetable/Fruit tracker in the mobile app or web-based portal to record the number of servings you consume each day this week. Log least 3 servings of fruits and 3 servings of vegetables into your daily diet for 5 days this week to meet the challenge goal.

Tracking Instructions:

- Click on **Health Tracking** from the main menu on the mobile app or web-based portal.
- Select the **Fruit/Vegetable** tracker.
- Enter the date you are tracking and enter the number of fruit and vegetable servings you included in your diet each day.
- Click **Add** to save your entry.

"Let food be thy medicine and medicine be thy food." ~Hippocrates

Week 5: Physical Activity

Regular physical activity can help reduce stress, depression, anxiety, and enables you to better cope with adversity.

Move your body at least 30 minutes a day, five days a week. Maintaining moderate-intensity physical activity, including two days of muscle strengthening activity, can improve brain function, manage weight, reduce the risk of disease, and improve your ability to do everyday activities.

[Button] CDC Recommendations for Physical Activity

Use the Physical Activity tracker in the mobile app or web-based portal to log the number of minutes of exercise you complete each day. Log at least 30 minutes of physical activity for 5 days this week to meet the challenge goal.

Tracking Instructions:

- Click on **Health Tracking** from the main menu on the mobile app or web-based portal.
- Select the **Physical Activity** tracker.
- Enter the date you are tracking and enter your daily minutes of physical activity.
- Click **Add** to save your entry.

"Take care of your body. It's the only place you have to live." ~ Jim Rohn

Week 6: Sleep

A healthy balance of your time includes getting enough sleep. Getting at least seven hours of sound sleep each night rejuvenates your mind and body, boosts immunity, lowers your risk for serious health problems, reduces stress, and improves your mood.

[Button] 8 Stretches for Your Best Night's Sleep

Use the Sleep tracker in the mobile app or web-based portal to record the number of hours you sleep each night. Log at least 7 hours of sleep for 5 days this week to meet the challenge goal.

Tracking Instructions:

- Click on **Health Tracking** from the main menu on the mobile app or web-based portal.
- Select the **Sleep** tracker.
- Enter the date you are tracking and your hours of sleep for each night of the week.
- Click **Add** to save your entry.

Sleep is essential for overall health and wellbeing. It's just as important as eating well and exercising." ~ William Dement

Final Message:

[Optional and Client-specific. Can be used to announce winners or provide information/instructions regarding rewards, etc. Client must provide specific desired content via Help Ticket]