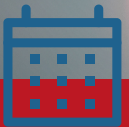


PREPARING THE OFFICE FOR A HOLIDAY WEEKEND

Summer is quickly approaching, and with that, so are holiday weekends. Memorial Day, 4th of July, and Labor Day are usually filled with festivals, camping, and barbequing. Getting some time off of work can be very rewarding but can also come with some stress. Here are a few pro tips for setting up a stress-free return to work:

- Take the time to make sure you are caught up on emails and phone calls, so you are not overwhelmed once back in the office.
- Make sure you leave your desk cleaned up and organized to not come back to chaos.
- Set yourself up for success on Tuesday morning by having your lunch prepped, clothes laid out, and a good night's sleep.
- Start your day with a fresh, clear mind. Prepare your to-do list on Friday, so you know exactly where to pick it up on Tuesday.



Memorial Day is Monday, May 30th 2022.

If you are thinking about heading into the office to catch up on some work. Stop and reconsider. We may love our jobs, but sometimes we need a break to prevent burnout. Take advantage of the time off by spending time with friends/family, going on a hike, etc. Forbes Magazine says, "Studies have found that people who work more than 55 hours per week are at higher risk of stroke and coronary heart disease and at greater risk of insomnia and depression."

Finally, take some time to reflect on the true meaning of the holiday. Sure, it may be fun to have a long weekend, but the true reason for Memorial Day is to honor those who have died in our nation's wars. So remember, honor, and reflect.

