

TAKE ADVANTAGE OF MEETINGS AND PHONE CALLS

The last lesson gave you lots of ideas to incorporate movement into your day when you sit at a desk. But whether you sit or a desk or not, your work likely includes meetings and phone calls. Luckily, you can use these as great opportunities to burn off some extra calories. See how, in this lesson.

BURN CALORIES IN MEETINGS

How many times have you dreaded going to a meeting at work? You're usually stuck in a cramped room with a conference table, chairs, and technology. There's little space to walk around or move.

What if you adjusted how you handle meetings at work to incorporate more fitness?

Studies shows that employees are happier when they're able to move around and don't feel trapped in a conference room.

Use these strategies to make your meetings more physically and mentally beneficial:

1. **Switch to walking meetings.** You can walk around the office or take the meeting outside. A change of scenery can spark new ideas. Walking will also burn calories and make you feel more energetic.
 - Make physical activity a part of every meeting. You and everyone there will feel more alert and confident as you walk.
 - The activity of a walking meeting can also relieve stress and reduce pressure on those participating in the meeting. They

may feel more comfortable and at ease, which encourages them to participate more fully.

2. **Consider having dedicated outdoor meetings.**
Plan a weekly meeting in the courtyard, a local park, or nature center. Nature can soothe and relax you. Plus, by spending more time outdoors, you'll feel better and get more exercise.

The next time someone in your office wants to schedule a meeting, encourage them to have it outdoors or turn it into a walking meeting.

MAKE PHONE CALLS COUNT

What if you started to look at phone calls in a different way? Most people sit down or stop walking when they're on the phone. However, if you're talking and not texting, you can still see what's around you and use this as an excuse to walk.

Researchers recommend that you use the opportunity to walk around each time you get a phone call. This will give you a short burst of energy and help you stay active.

Try these strategies to let the phone call you to action:

1. **Stand up or walk each time the phone rings.**
When you have to answer the phone, use this as an excuse to move.
 - Think of the phone as your alarm to stand, even if the phone is right there on your desk.
 - Walk or continue to stand during the conversation.
2. **See the value in two minutes.** Most phone calls are short and don't last longer than two minutes, but they still have value.
 - **A study from the University of Utah School of Medicine found that two minutes of walking can counteract the dangers of sitting.** If you can walk for two minutes every hour, you can strengthen your health.

The phone can be your signal to get moving. It's an easy way to add some fitness into your routine.

Commuting, working at your desk, meetings, and phone calls are all important parts of work. But to many, the pinnacle of the workday is lunch! Others

just eat a sandwich at their desk. However you experience lunch, you can still burn calories. The next lesson will show you how.

HERE'S WHAT YOU NEED TO DO TODAY:

1. **Schedule a walking meeting.** If you're in charge of the meeting location, schedule a walking meeting to try it out. You might like it! If you're not in charge of the location, talk to your supervisor about it.
2. **Establish a new habit of standing during phone calls.** Depending on how often you're on the phone, this may take a month or two before it becomes automatic. In the meantime, put a reminder on your desk to stand up each time the phone rings.