

## Ten Steps to Moving at Work

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### 1. Walk with a colleague, walk with a client

- Invite a co-worker to join you for a walking break, meeting or appointment. Walking and talking can open up new conversation topics and create strong bonds.

### 2. Choose a fitness friend

- Being accountable to someone else often makes it easier to fit fitness in. Set up specific times to walk together or to try out new activities like a yoga class.

### 3. Sit up straight

- Sound too simple? Actually, sitting up straight and tightening your stomach muscles can make a big difference in your posture (and it helps prevent back pain too!).

### 4. Walk while you wait

- Waiting for the train or the bus? Walk around the station or up and down the block. Waiting for an appointment? Stroll down the hall or around your office.

### 5. Stretch your body (and your mind)

- A few good stretches can help relax your body and clear your mind. You can stretch while working at a computer, while talking on phone or just for the fun of it!

### 6. Reward yourself with an activity break

- Take an activity break whenever you can. After working diligently at your desk, take 5-10 minutes to hand-deliver a file, set up a meeting in person or walk to the copier.

### 7. Plan a regular walking route

- Some people love a routine. Map out a regular route (or routes) inside and/or outside, so you can get up and get moving, without having to think about it at all.

### 8. Use your legs for errands

- Need to go to the bank, the post office, the dentist or the hairdresser? Need to deliver some papers to a colleague? Use your legs to walk (or bike) there and back.

### 9. Become a "stair master"

- Think you need a fancy machine for your backside? Think again! Build beautiful legs and thighs for free. Just take the stairs (up and down) whenever you can.

### 10. Explore your workplace options

- Do you always use the same restroom, the same water fountain and the same route to your office? Enjoy a few extra steps by using facilities that are farther away!

