### BE YOUR BEST SELF WHILE REMOTE

GROW YOUR TOOLKIT TO PROMOTE POSITIVE CHANGE

LISA MICHELLE MILLER BS, NC NUTRITION CONSULTANT, CERTIFIED

OCEAN VIEW NUTRITION – NUTRITION CONSULTING KITCHEN ON FIRE – COOKING SCHOOL

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## BE YOUR BEST SELF WHILE REMOTE

GROW YOUR TOOLKIT TO PROMOTE POSITIVE CHANGE

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- Explore areas of potential impact for yourself or others
- Grow your toolkit with small everyday positive changes
- · Set goals to Be Your Best Self while Remote

### Be Your Best Self while Remote!

2020 served up some new challenges, let's look at new tools to help us be our best!

Be sure to attend one other session to be entered in the Raffle!

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## WHO ARE KITCHEN ON FIRE & OCEAN VIEW NUTRITION?

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## Good health, Good food and Good fun!

From public cooking classes to corporate events to individual consulting and everything in between (Currently all Virtual)

Bringing people together through Cooking, Nutrition and Community Outreach

BUY seasonal, local, organic and GMO free when possible COOK using healthy cooking techniques

EAT a variety of whole foods including herbs and spices

SHARE and enjoy meals with friends and family

AWARENESS of allergies and sensitivities

We're all good ☺

### WHAT CHANGES WHEN WORKING REMOTE? \*

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- 1. Body mechanics aches, pains, eyestrain
- 2. Communication non-verbal, verbal
- 3. Sense of accomplishment, pride
- 4. Collaboration with co-workers
- 5. Accessibility to your family
- 6. Preparing food at home
- 7. Accessibility of snacks
- 8. Mood or coping skills
- 9. Casual conversations
- 10. Dependence on tech
- 11. Work life balance
- 12. Physical activity
- 13. Daily routines
- 14. Productivity
- 15. Scheduling

Which changes ...
Can you relate to?
Could you work on?
Can be controlled?
Relate to tech?

\* Changes are not in order of importance or significance

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### HOW ARE OTHERS IMPACTED?

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Would your co-worker, staff member, manager or family member answer the previous questions differently?

As we strive to be our best, we need to take the needs of others into account as well

### AREAS THAT MAY IMPACT YOURSELF OR OTHERS

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Let's group these areas and take them one at a time while also recognizing their interconnection - none of them stand alone

- · Physical: posture, eyestrain, movement, eating habits
- · Communication: verbal (written & oral), body-language
- Mood: motivation & drive, anxiety & stress
- Awareness: patience, empathy, understanding

Where else do eating habits fit in?

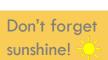
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### PHYSICAL: POSTURE, EYESTRAIN, MOVEMENT, EATING HABITS

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- · Physical signs are often dismissed until they are more severe
  - Aches or pains? Edema? Stiffness? Weight gain or loss?
  - Eyestrain? Headaches?
- Physical changes show up in other ways
  - Sleep Disruption? Lethargic?
  - Lack of motivation
- Movement / Exercise Is this hitting your priority list?
  - · Habits build over time; a change in routine can break good habits
  - · How would you get this in when remote?
- Eating Habits where are you on this pendulum?
  - · Some thrive when preparing all their meals at home, others do not
  - · What you eat can affect virtual all areas we are covering today
  - We will come back to this one ©

Eating well is one of the first steps toward positive change!



### PHYSICAL WELL-BEING: TIPS TO GROW YOUR TOOLKIT!

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#### **EATING HABITS \***

- 1. Plan ahead and stay on a routine
- 2. Breakfast Protein, Fats & Carbs
- 3. Healthy Snacks ready to grab
- 4. Eat lunch away from your desk
- 5. Hydrate more than you think!

### **POSTURE**

- 1. Ergonomic setup
- 2. Posture habits check yourself
- 3. Stretch breaks
- 4. Strength exercises for muscle tone
- 5. Supportive shoes
- \* Check our web link for details

#### **MOVEMENT**

- 1. Move often get your steps in
- 2. Short bursts to revive energy
- 3. Cardio exercise 3-4 times/week
- 4. Weight-barring exercise
- 5. Eat before exercising

#### **EYESTRAIN**

- 1. Breaks / Stop video
- 2. Corrective Lenses
- 3. Look away and focus elsewhere
- 4. Screen clarity and settings
- 5. Blue Light

What is your one goal in this area?

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### COMMUNICATION: WRITTEN, VERBAL, NON-VERBAL

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- · Remote working significantly impacts communication
  - Have you felt a weird vibe from communication you received?
  - Or had to do damage control from a misinterpreted message?
- When at the office how did you solve it?
  - 'Let's grab lunch?' A great way to break tension. But what now?
- Start with awareness about remote/tech communication
  - All forms of communication can be problematic, though also consider the risk of under or significantly over communicating
  - It's all in: texts, emails, attachments, shared documents
  - Being 'short' for some is 'efficient' to another
  - Whether to turn on your video
  - Communicate your communication preferences!

Eating well – Do you lose focus if you do not eat protein and fats?

### COMMUNICATION: TIPS TO GROW YOUR TOOLKIT!

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### **VERBAL – WRITTEN**

Consider both sending and receiving

Seek to understand intent

Consider the sender's perspective

ls a verbal or written reply best

Check the tone of your message before sending

Are you under or over communicating?

#### **VERBAL - ORAL**

Pause before reacting -Assume the best intent

May include video

Impact of dropped calls or connections

Clarify and confirm when practical

Lack of a verbal response is still a response

#### **NON-VERBAL & VISUAL**

Non-verbal should not be underestimated

Be aware of non-verbal on screen

Align on using video on a

Sharing on-screen materials is an effective way to connect remotely

What is your one goal in this area?

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## MOOD: MOTIVATION/DRIVE, ANXIETY/STRESS

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- Recognize what your body needs and prioritize it for your overall well-being
  - These are some topics we've covered together at AssetMark:
     Happiness, Sleep, Good Foods
- Personality impacts our tolerance of unexpected change
  - · Handling heightened levels of stress for an extended period
  - We each handle stress differently
- Eat a supportive diet for reducing anxiety \*
  - Including healthy fats, protein throughout the day, fresh produce at every meal and avoid sugar and stimulants

\* Check our web link for details

Eat well – Do you get stressed if you skip meals?

forget

sunshine!

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#### **MOTIVATION / DRIVE**

Has your drive dropped off while remote? Tap in to your prior routine

Prioritize eating real food

Take time to connect with teammates — Happy Hour Zoom!

Recognize successes for yourself and others

Create and work towards milestones

Set long term career and personal goals

#### **ANXIETY / STRESS**

Focus on areas you can control

Be aware of how you let your surrounding impact you

Meditation / Breath

Exercise

Plan time to connect with friends & family

Get Sunshine

Get enough sleep each night

Eat healthy fats and reduce sugar

What is your one goal in this area?

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### AWARENESS: PATIENCE, EMPATHY, UNDERSTANDING

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- Awareness includes self-awareness and others
  - People have different ways of dealing with new changes
  - Some may not expose or express their concerns or opinions
  - Others may need our support or just patience at a distance
- If these traits are not your strength –practice these skills to be your best during this time, and for continued success
  - Patience is linked to good mental and physical health as well as a higher probability of achieving our goals

Eat well – Are you more aware and tolerant after a balanced meal?

#### **PATIENCE**

Focus on the long-term goal Appreciate everyone's contributions Patience is linked to good mental and physical health

#### **UNDERSTANDING**

Back to basics – seek to understand Imagine the best scenario Take time before responding Try another approach

#### **EMPATHY**

Provide space or support as needed Compassion and emotional support are not the norm for businesses Everyone's situation is different and we don't know all the details

What is your one goal in this area?

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### COMMIT TO POSITIVE CHANGES FOR YOUR BEST SELF

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- Be true to your habits from 2019 © or form even better ones!
  - · Are there Self-Care activities you can add to your day?
    - 1. Set milestones that are achievable
    - 2. Create new solutions based on recent changes if needed
    - 3. Set SMART Goals (in AssetMark style!)

Limited number of consulting sessions available November 13th!

- · Here's one scenario to get started:
  - · What fell off: I used to run at lunch
  - What changed: At home I help my daughter on Zoom at lunch
  - Where can I find time: I used to commute home at 6pm
  - Solution: I can commit to running from 6-6:30
  - Make it SMART: I will run 2 miles 3 evenings a week starting next week

# WRAP UP / QUESTIONS?

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- About Lisa Michelle Miller, BS, NC
- Ocean View Nutrition Consulting
  Owner & Nutrition Consultant, certified
  Consultations, Classes & Presentations
  lisa@kitchenonfire.com
  lisa@oceanviewnutrition.com



- Kitchen on Fire Cooking School
  - For the Home Chef in Berkeley & Oakland since 2005 Now VIRTUAL!
  - Owned by Chef Olivier Said (founder) & Lisa Miller
  - Currently all Virtual: Hands-on Cooking Classes, Events, Nutrition Education, Corporate Wellness, Personal Cheffing

Link to today's presentation, class voucher and more www.kitchenonfire.com/be-your-best-self