



HEALTHY EATING

Coronary Heart Disease

Nutritional Intervention

- A low GI food plan , which is high in soluble fibre, will help to reduce cholesterol levels.
- Lots of fruit and veg-gies.
- A regular exercise pro-gram will reduce the risk of CHD.

EXERCISE

Tips at the office

- Schedule exercise time on your business calendar and treat it as an important appointment.
- Walk around your building for a break or during lunch times.
- Take the stairs instead of the elevator.

MONEY

Tips to scale down in tough economic times

- Understand your life-style and identify where you can reduce spending.
- Introduce a plan to reduce debt. Start with your most expensive debt.

HOW TO JUMP-START YOUR LIFE

Written by Jannie Rossouw

Contemplate the following fascinating facts about our brain:

- We use less than 0.001% of the capacity of our brain.
- The human brain has an exceptional ability to learn with about 100 trillion nerve cells compared to a mouse which has 5 million and an ape which has 10 billion.

.....we literally have unlimited potential locked up in our brain, let's not waste another second to unleash our own brilliance!

Step 1 : Schedule 15 minutes at the beginning of each day to think

The cycle and sequence of events should follow the pattern of *dream, think, plan, implement, review*.

Step 2 : Go to a place and space where you will have no distractions

Silence is golden when you want to hear your inner voice.

Step 3 : Take your journal (or your note book) and favourite pen and write down everything (I mean everything) you have on your

mind.

Tip : Use key words and phrases, leave the detail for later.

Step 4 : Now review each item on the list and decide :

- ***What do you need to do to resolve or to implement each item, write it down***
- ***Are you able to address it alone, or do you need help—also identify who would be able to help you and who will carry your interest at heart***
- ***Decide on an implementation or delivery date for each item***

Some items will only require a single action, for example : "Phone the Pool Doctor to fix the swimming pool pump." Once this action has been completed, the proverbial ball is on the roll.

In other instances, the item might involve different actions and then you would need to compile a little project plan to ensure delivery, for example : "We want to visit the Kruger Park during the next school holiday." Actions might include:

- *Decide exactly when we want to go*
- *Are we going to drive or fly?*
- *Where do we want to stay?*

- *How much will it cost?*
- *Who will look after our pets when we are gone?*

The level of detail required will be determined by the extent of the task at hand.

Step 5 : Diarise and schedule each action

If you do not schedule these actions into your diary or work schedule it will fall to the wayside where other responsibilities will take priority and yet again these things which are important to you, will not get done.

Step 6 : Now focus on what needs to be accomplished TODAY

This will help you to stop procrastinating.

Step 7 : Make sure you tick each item in your diary off as it is completed.

This will elevate your experience of accomplishment and also serve as motivation. It will also help you to ensure that you remember to complete a task when you did not manage to complete it when it was scheduled.

By repeating this simple, yet powerful process, you will transform all facets of your life....for the better !!