An introduction to Healthy Monday Programs—including a wealth of ideas, tips and resources that will help spread the health throughout your organization.
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WELCOME TO THE MONDAY MOVEMENT!

We’re pleased to announce that your organization will be participating in a pilot wellness program called Healthy Monday, a national movement of people and organizations that dedicate the first day of every week to health. The Monday movement includes companies, colleges, restaurants, celebrities like Oprah and Mario Batali, along with a wide network of community health organizations and major media outlets, from Huffington Post to FOX News.

If you would like to learn more about the Monday Campaigns, please feel free to visit the website at http://www.mondaycampaigns.org/

WHY MONDAY?
It’s the January of the week, the perfect time for a fresh start. Research conducted by Johns Hopkins Bloomberg School of Public Health shows that people use Monday to set their health intentions for the week, and people are more likely to stick with their regimens if they get a healthy Monday start to their week. Healthy Monday also encourages small, doable steps – and if you fall off the wagon, there’s always another Monday around the corner!

For more information on why Monday is a great day for health, please refer to the “The Science Behind Monday” page of this toolkit.

ABOUT THIS PROJECT
This project is a unique collaboration between WellPoint/Anthem Blue Cross/Blue Shield of Virginia, Johns Hopkins, and the non-profit initiative, The Monday Campaigns. The goal is to pilot the program among a small group of organizations and if successful to make it available to organizations across the country.

Your program’s participation in this study will help researchers better understand the effect of periodic health-promotion messaging in worksite settings. The information learned in this study may lead to increased use of email messaging as a low-cost, minimal-risk way to promote health.

HOW WILL IT WORK?
Initially, participants will fill out a confidential online survey and identify health goals they’d like to focus on. They will have the option to receive tips in one of the following areas: Healthy Eating, Physical Activity, Weight Management, General Prevention, Stress Management, or Smoking Cessation. Participants will access these tips through the Healthy Monday Tip Machine.

Each Monday, participating individuals will receive an email reminding them to log into the tip machine to find tips related to the health category they chose in the initial survey.

For each tip, participants will choose whether they would like to attempt the suggested action.
WHAT IS MY ROLE?
Besides getting their weekly tips, we hope that participants and non-participants alike will have the opportunity to experience Healthy Monday through postings and events in your workplace. This is where YOU come in!

You have been chosen to help implement Healthy Monday in your workplace. This toolkit was designed to provide the instructions and materials you will need to make your campaign successful. You will use the toolkit to advertise health programs, post motivational Monday messages, and locate resources that might be useful to your employees. Further instructions for how to use the kit can be found on the following pages.

WE ENCOURAGE YOU TO USE THE CONTENTS OF THE TOOLKIT AS YOU SEE FIT, AND OF COURSE FEEL FREE TO TALK TO YOUR HEALTHY MONDAY AMBASSADOR IF YOU NEED HELP.

HOW TO BRING HEALTHY MONDAY INTO YOUR WORKPLACE

KICK-OFF YOUR HEALTHY MONDAY CAMPAIGN
Every campaign begins somewhere. For your program to be successful, people need to know it exists! Consider doing the following to help raise awareness of the program in your workplace:

• Post signs announcing the start of Healthy Monday in public areas, including cafeterias, break rooms, lobbies, elevators, and other spaces that people visit frequently;

• Hold a “kick-off” event, such as an open house at a gym or recreational facility, a healthy potluck, or a recipe contest.

• Conduct a meeting with all of your staff that focuses on announcing the campaign and describing how it will play out in your workplace. You may consider asking staff to volunteer to sign a Healthy Monday Pledge demonstrating their commitment to the campaign.

USE THIS TOOLKIT
Once you’ve kicked-off the campaign, use this toolkit to help you implement and sustain the program.

The first section of the toolkit contains an overview of the Healthy Monday concept, including background research and examples of how people are taking advantage of Healthy Monday to improve the health of their schools, worksites, and communities.
The toolkit is then divided into four sections (plus periodic preventive screenings) reflecting the four health topics you may want to address in your workplace:

- **Nutrition**
- **Physical Activity**
- **Smoking Cessation**
- **Stress Management**
- **Preventive Screenings**

Within each section, you will find a cover sheet that starts with an explanation of the health topic, why it’s important, and why Monday is a good day to address it.

The cover sheet also includes brief descriptions of the different programs you may be interested in implementing, along with some examples and tips for how to implement the programs in your workplace. You can use these ideas, or you can come up with your own.

Following the cover sheet, you will find posters, handouts, and other materials to help you promote the programs at your worksite. Feel free to use these as they are, or re-format them to suit your needs.

The final pages are devoted to linking you with other resources you might find helpful for program implementation. We have listed online resources, as well as ways in which you can connect with others participating in these programs.

**STAY IN TOUCH**

Don’t be afraid to reach out to your fellow Healthy Monday ambassadors for support. You are all new to this process, so it’s natural to encounter some bumps along the way. By keeping each other updated on your progress and using your connections as a way to troubleshoot issues that come up, you are building a stronger Healthy Monday program not only in your own workplace, but across the company as well.

Make sure to exchange contact information with each other so you can get in touch if you need help, or if you want to share your successful ideas with others. As a group, you may even consider holding weekly or monthly check-ins to update each other on how things are going.

We hope you find these instructions helpful as your Healthy Monday campaign develops. Thank you for being the Healthy Monday Ambassador for your workplace, and we look forward to watching your program succeed!
Healthy Monday
The day all health breaks loose.

Program Introduction
Graphic Resources
From now on, Mondays will never be the same!

Introducing: Healthy Monday

More healthy, more fun, more fit.

Check your email for more information and how to sign up!
More healthy, more fun, more fit.

Check your email for your Healthy Monday Tips today!
(Insert the weekly Healthy Monday Tip here. Click here to download a complete set of Word templates.)
HEALTHY EATING

WHY EAT HEALTHY?
Eating a balanced, nutritious diet can help you maintain a healthy weight, as well as reduce your risk of chronic preventable conditions like cancer, cardiovascular disease, diabetes and obesity.

WHY MONDAY?
Weekends are a popular time for overeating and indulging in unhealthy foods. Monday is a good day to “reset” our eating behavior patterns and lay the foundation for maintaining a healthy diet throughout the week.

HOW TO PROMOTE HEALTHY EATING IN YOUR WORKPLACE:
• Start Meatless Monday in your cafeteria to encourage people to reduce meat intake and increase vegetable consumption by offering meatless options.

• Encourage employees with children to join The Kids Cook Monday by preparing and eating healthy foods together at home. Visit http://www.thekidscookmonday.org/ for more information and free materials.

• Distribute by email or post educational messages on how to eat healthy during the workday, including information on healthy snacks, choosing healthy lunches at restaurants, and the importance of calorie control.

• Post signs promoting sign-ups for any existing weight loss programs at your worksite

AND ALWAYS FEEL FREE TO CONTACT YOUR WORKSITE WELLNESS REPRESENTATIVE FOR HELP OR WITH QUESTIONS!
Healthy Eating
Graphic Resources
Now we get Mondays off!
It’s good for you, good for us, good for the planet.
T.G.I.M!

One day a week, cut out meat.
Get your protein from beans, greens and grains.

Beans, greens and grains are excellent and tasty sources of protein and iron.
Eat more fruits and vegetables. It’s good for you and good for the planet!
**fruits**

Vary your fruit choices as fruits differ in their nutrient content.

**grains**

Foods made from whole grains such as wheat, rice, oats, cornmeal, barley or other cereal grain are grain products. Make sure your bread, pasta, oatmeal, breakfast cereals, tortillas, and grits are made with “whole grains.”

**dairy**

Dairy Group foods provide nutrients that are vital for health and maintenance of your body including calcium, potassium, vitamin D, and protein. Choose fat-free or low-fat milk, yogurt, cheese or calcium-fortified dairy alternatives.

**veggies**

Eating vegetables provides health benefits—people who eat more and a greater variety of vegetables and fruits as part of an overall healthy diet are likely to have a reduced risk of some chronic diseases.

**protein**

All foods made from seafood, poultry, beans and peas, eggs, meat, processed soy products, nuts, and seeds are considered part of the Protein Foods Group. Go lean with protein.

**HEALTHY EATING**

Enjoy your food but eat less. Drink water instead of sugary drinks.
How to read a nutrition label.

**Nutrition Facts**
Serving Size 1 Cup (22.8g)
Servings Per Container 2

<table>
<thead>
<tr>
<th>Amount Per Serving</th>
<th>Calories 250</th>
<th>Calories from Fat 110</th>
</tr>
</thead>
<tbody>
<tr>
<td>% Daily Values*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Fat 12g</td>
<td>18%</td>
<td></td>
</tr>
<tr>
<td>Saturated Fat 3g</td>
<td>15%</td>
<td></td>
</tr>
<tr>
<td>Trans Fat 1.5g</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cholesterol 30mg</td>
<td>10%</td>
<td></td>
</tr>
<tr>
<td>Sodium 470</td>
<td>20%</td>
<td></td>
</tr>
<tr>
<td>Total Carbohydrate 31g</td>
<td>10%</td>
<td></td>
</tr>
<tr>
<td>Dietary Fiber 2.5g</td>
<td>10%</td>
<td></td>
</tr>
<tr>
<td>Sugars 5g</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Protein 5g</td>
<td></td>
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</tr>
</tbody>
</table>

*Percent Daily Values Are Based On A 2,000 Calorie Diet. Your Daily Values May Be Higher Or Lower Depending On Your Calorie Needs:

<table>
<thead>
<tr>
<th>Calories:</th>
<th>2,000</th>
<th>2,500</th>
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<tbody>
<tr>
<td>Total Fat</td>
<td>Less than</td>
<td>65g</td>
</tr>
<tr>
<td>Sat Fat</td>
<td>Less than</td>
<td>20g</td>
</tr>
<tr>
<td>Cholesterol</td>
<td>Less than</td>
<td>300mg</td>
</tr>
<tr>
<td>Sodium</td>
<td>Less than</td>
<td>2,400mg</td>
</tr>
<tr>
<td>Total Carbohydrate</td>
<td>300g</td>
<td>375g</td>
</tr>
<tr>
<td>Dietary Fiber</td>
<td>25g</td>
<td>30g</td>
</tr>
</tbody>
</table>

**Servings**
If there are two servings, eating the whole container means double the calories.

**Daily Values**
Shows how much of the recommended amounts are in one serving based on a 2,000 calorie diet.

- **Fat**
  Avoid fats like trans and saturated fats because they can clog arteries.

- **Cholesterol**
  Eat less than 300mg each day.

- **Sodium**
  The latest recommendation for sodium is less than 2,300mg per day.

- **Vitamins**
  Your goal is to reach 100% vitamins and minerals each day.

- **Sugars**
  Keep sugars low—especially added ones. More sugar means more calories.

- **Fiber**
  Look for high fiber 20g to 35g per day.

**Healthy Eating**
Take the extra minute to look at the food labels of the items you’re buying.

Source: www.healthergeneration.org

© Monday Campaigns, Inc.
Count calories with the Monday 2000.

**2,000 CALORIE healthy Monday**
ONE DAY of smart eating keeps you under 2,000 calories

- Smaller portions can help your calorie totals add up to less.
- Fruits and vegetables are less taxing on your daily calorie count.
- Substitute one food for another to help stay within your 2,000 calorie range—like blueberries instead of blueberry pie.

**3,000+ CALORIE workday wipeout**
ONE DAY of poor eating can put you over 3,000 calories

- Some foods can wipe out your calorie bank in one meal.
- Large portions can tip the scales. Stop eating when you feel 3/4 full because it takes your stomach a few minutes to catch up.
- Fried foods can put you over your 2,000 daily calorie intake.

**MONDAY 2000**
Be aware of the generally recommended daily calorie intake of 2000 calories. Try to take stock of how many calories are in different foods resulting from how they’re cooked.

SOURCE http://caloriecount.about.com
Snack smart for all-day energy!

HOW TO GET MORE LONG-TERM ENERGY FROM HEALTHY SNACKS
Substitute fruit and veggies for chips and cookies. Avoid the vending machine and keep your own snacks like fresh fruit and almonds in your desk.

WORK DAY 10am 1pm 4pm

Unhealthy snacks can lead to low energy levels and drowsiness over the course of the day. Choosing healthy snacks helps maintain optimum energy levels throughout the day.

SOURCE http://caloriecount.about.com
Apple 80 + Water 0
Not wild about water? Add lemon.

356 cal.

Turkey breast wrap 190
Choose higher protein foods. Chicken, fish, and beans are a good low-fat and high-protein choices.

Garden salad (w/ light Italian) 86
Stick to the basics (salads, fruit, veggies).

Cookie 69 cal + Soda 90
One or two two sodas can equal 10 or 20 minutes of working out!

1/4 lb. Cheeseburger 850
Fats tend to raise “bad” (LDL) cholesterol levels in the increasing the risk for heart disease.

Fries 360
Cafeteria not meeting your needs? Omit items you don’t need like fries.

Fries 360
Cafeteria not meeting your needs? Omit items you don’t need like fries.

1,400 cal.

SOURCE
http://caloriecount.about.com
http://www.wikihow.com/Lose-Weight-Despite-Unhealthy-Cafeteria-Food
Eat smart when you eat out!

*Pay less for your lunch by avoiding extra calories*

- Skip the entree and go for a salad and appetizer
- Avoid deals like "2 for 1" and "all you can eat"
- Pick steamed, broiled or grilled instead of fried and opt for half portions
- Choose water or tea instead of sugary drinks

source: http://caloriecount.about.com

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**Le Petite Cafe**

<table>
<thead>
<tr>
<th>STARTERS</th>
<th></th>
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<tbody>
<tr>
<td>Shrimp Cocktail</td>
<td></td>
<td>120 cal*</td>
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<table>
<thead>
<tr>
<th>SPECIALS</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Half club sandwich and side salad</td>
<td>308 cal*</td>
<td></td>
</tr>
<tr>
<td>Grilled Eggplant Sandwich</td>
<td>219 cal*</td>
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</table>

<table>
<thead>
<tr>
<th>ENTREES</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>FRESH CATCH: steamed, broiled or grilled tilapia</td>
<td>360 cal*</td>
<td></td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>BEVERAGES</th>
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<tbody>
<tr>
<td>Unsweet tea</td>
<td></td>
<td>02 cal*</td>
</tr>
<tr>
<td>Water</td>
<td></td>
<td>00 cal*</td>
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**Le Grand Cafe**

<table>
<thead>
<tr>
<th>STARTERS</th>
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</thead>
<tbody>
<tr>
<td>Hot Wings</td>
<td></td>
<td>360 cal*</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SPECIALS</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>All you can eat popcorn shrimp and fries</td>
<td>1210 cal*</td>
<td></td>
</tr>
<tr>
<td>Two for one special (hamburger minis)</td>
<td>761 cal*</td>
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<table>
<thead>
<tr>
<th>ENTREES</th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Club sandwich</td>
<td></td>
<td>550 cal*</td>
</tr>
<tr>
<td>FRESH CATCH: fried fish sandwich</td>
<td>730 cal*</td>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>BEVERAGES</th>
<th></th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Sodas</td>
<td></td>
<td>97 cal*</td>
</tr>
<tr>
<td>Water</td>
<td></td>
<td>00 cal*</td>
</tr>
</tbody>
</table>
Go Meatless Monday—it’s good for you and the planet.

(Insert the specifics, including name and place, of a cafeteria or restaurant featuring Meatless Monday specials here. Click here to download a complete set of Word templates.)
Lose weight and feel great! Join us!

(Insert the specifics, including place, time and date of the weight-loss event or program here. Click here to download a complete set of Word templates.)
PHYSICAL ACTIVITY

WHY BE PHYSICALLY ACTIVE?
Getting in the habit of regular exercise leads to all kinds of potential health benefits: including reducing the risk of developing diabetes, maintaining healthy muscles and joints, and promoting psychological well-being.

WHY MONDAY?
The CDC recommends that we get 2 ½ hours of physical activity each week, but for many of us it’s a challenge to keep up an exercise routine. By encouraging people to take small steps on Monday such as taking the stairs or going for a walk during lunch, we make it easier for people to commit to staying fit throughout the week.

HOW TO PROMOTE PHYSICAL ACTIVITY IN YOUR WORKPLACE:
• Place posters, placards, or other promotional materials around that emphasize Monday as a day to get fit.

• Hold walking meetings to encourage incorporating movement into everyday work activities.

• Schedule free fitness classes on Mondays in common areas such as a large conference room or in an area outside your building.

• Organize a Monday Mile walk during lunch time.

• Hang posters promoting activities people can do in the office, such as taking the stairs to meetings or doing chair exercises.

• Work with local gyms to secure membership discounts for your employees.

AND ALWAYS FEEL FREE TO CONTACT YOUR WORKSITE WELLNESS REPRESENTATIVE FOR HELP OR WITH QUESTIONS!

Put down your mouse, and put on your sneakers.

Exercise your feet, not your fingers.

Maximize your commute!
HOW TO ORGANIZE A MONDAY MILE:

1. IDENTIFY A WALKING/JOGGING ROUTE
The first thing you need to do is figure out where you will be doing your mile. You may want to make your office building the start and end point to make it easier for people who want to use their lunch hour for the exercise. To create your own route, go here: http://www.mapmyrun.com/routes/create/

2. ANNOUNCE YOUR MONDAY MILE
Send out an announcement via interoffice email or post fliers that list the date and time of your event as well as where participants should meet you. Make sure to include your contact information in case people have questions.

3. PUT UP YOUR MONDAY MILE MARKERS
Set up your route on the morning of your Monday Mile. At the ¼, ½, ¾ and 1 mile points on your route, place markers to indicate how far participants have traveled. Depending on how your area is developed, you can stick the mile markers in the ground or affix markers to posts or trees. Find printable markers here: http://www.mondaycampaigns.org/images/photos/mmile_100922.pdf

4. SEND OUT REMINDER EMAIL
Make sure to remind everyone on the day of your event that the Monday Mile will be happening on that day. Include the time and meeting place in your announcement.

5. MEET AND MILE
Show up on time, greet participants, and enjoy your Monday Mile. Don’t forget to remove your markers when you are finished (you may even want to stay towards the back of your group and remove the markers as you follow the route).

6. THANK EVERYONE FOR PARTICIPATING
Send an office-wide note thanking people for participating and encouraging others to attend the next event. Include the number of people that participated and highlight any “VIP” participants such as department heads, high-level executives, etc.
HOW TO HOLD A FITNESS CLASS AT YOUR WORKPLACE:

1. FIND AN EMPTY SPACE
Find an open space large enough for participants to move around comfortably. If you are doing floor exercises, try to find a space that is carpeted. An empty conference room or an outdoor lawn or terrace would work well.

2. SEE WHO IS INTERESTED
Send an email or make an announcement to your office that you want to hold an on-site fitness class, and let people know that they should get in touch with you if they are interested in participating. If more people are interested than you have reserved space for, try to schedule more than one session.

3. FIND AN INSTRUCTOR
Start in-house: you may have someone internal who can lead a class for free. If no one has the expertise, search for an outside instructor that suits your requirements and is willing to come to your location. If hiring an outside instructor, you may want to ask your company for funds to subsidize the program and/or participants to chip in for the cost of the class.

4. SCHEDULE THE CLASS
Depending on instructor and space availability, schedule your fitness class. Once it is on the calendar, announce the date, time and location of the class to the participants who expressed interest in attending.

5. CONDUCT THE CLASS
Send a reminder to participants on the day of the class. Be there on time to greet participants and the instructor. Try to get some feedback on the event from participants at the end of the class.

6. THANK EVERYONE FOR PARTICIPATING
Send an office-wide note thanking people for participating and encouraging others to attend the next event. Include the number of people that participated and highlight any “VIP” participants such as department heads, high-level executives, etc.
Physical Activity Graphic Resources
Entering Monday Mile

START
Monday Mile
This Way to Better Health

Healthy Monday

© The Monday Campaigns, Inc.
Keep up the Good Walk :)
Monday Mile
Finish Line
Great work!
Exercise your feet, not your fingers.
Put down your mouse, and put on your sneakers.

Healthy Monday
Walk off calories at work!

Start Monday!

- Do walking meetings: 100 cal.
- Walk instead of emailing: 31 cal.
- Walk and talk: 28 cal.
- Take the stairs: 78 cal.
- Print on the other side of the office: 31 cal.
- Take the scenic route to lunch: 67 cal.
- Today you burned: 335 cal.

Keep it up and you’ll burn 6,700 calories a month!

SOURCE: (based on 160lb and estimated times/distances) www.healthstatus.com/calculate/cbc

© Monday Campaigns, Inc.
Equipment Needed: chair and a bottle of water (Repeat exercise on each side.)

LOWER BACK STRETCH: Place left arm behind left hip. Gently twist to the left, using your right hand to deepen the stretch.

WRIST AND FOREARM STRETCH: Extend arm, palm up and grab the fingers on your other hand gently pulling your fingers towards you.

BICEPS CURL: Hold water bottle in right hand and, with abs in and spine straight, curl bottle towards shoulder for 16 reps.

TRICEPS PRESS: Lift bottle all the way up over your head. When your arm is next to your ear, bend at elbow, taking the water bottle behind you, contracting the triceps for 10 reps each arm.

HIP FLEXION: Lift your left foot off the floor a few inches, knee bent. Hold for 2 seconds, lower and repeat for 16 reps.

TRICEPS PRESS: Lift bottle all the way up over your head. When your arm is next to your ear, bend at elbow, taking the water bottle behind you, contracting the triceps for 10 reps each arm.

LEG EXTENSION: Extend left leg until it’s level with your hip, squeezing the quadriceps. Hold 2 seconds, lower and repeat for 16 reps.

CHAIR SQUAT: While sitting, lift up until your hips are just hovering over your chair. Hold for 2-3 seconds, stand all the way up and repeat for 16 reps.

DIPS: Place hands next to hips and move hips in front of chair, bend elbows, lowering your body until your elbows are at 90 degrees. Push back up and repeat for 16 reps.
Maximize your commute!

- Get off the bus a few stops early and walk.
- Walk or ride a bike to and from work.
- Park a block away and walk.

- Make it fun.
- Hydrate with water.
- Slowly increase duration and intensity.

- Find workout buddies.
- Join office team sports.

- Keep a record.

© Monday Campaigns, Inc.
Join us for a Monday Mile walk!

(Insert the specifics, including map, place, time and date of a Monday Mile event here.
Click here to download a complete set of Word templates.)

A good place to map your mile is:
http://www.mapmywalk.com/
Move it Monday!

(Insert the specifics, including name, place, time and date of an exercise class or other fitness-related event here. Click here to download a complete set of Word templates.)
SMOKING CESSATION

WHY QUIT SMOKING?
Smoking harms nearly every organ of the body and is a leading cause of many cancers, stroke and heart disease. Quitting smoking reduces the risk of these diseases, as well as improves lung function and sense of smell and taste.

WHY MONDAY?
Most first-time quitters relapse, taking an average of 7-10 times to quit for good. Rather than focus on big days to quit – New Years or birthdays – smokers can use Monday to recommit, celebrate progress, or to quit again if they relapse. That’s 52 chances to quit, and stay quit for life.

HOW TO PROMOTE SMOKING CESSATION IN YOUR WORKPLACE:

• Advertise your workplace smoking cessation program using the template provided.

• Encourage employees who smoke to call the National Cancer Institute’s quit line: 1-800-QUIT-NOW

• Provide online forums or in-person quitting support groups.

• Encourage smokers to adopt “quit buddies” to support them in their quit attempts.

• Post stress reduction tip posters in common areas to help employees avoid stress triggers for smoking.

AND ALWAYS FEEL FREE TO CONTACT YOUR WORKSITE WELLNESS REPRESENTATIVE FOR HELP OR WITH QUESTIONS!
Smoking Cessation
Graphic Resources
Don’t wait for New Years.

Quit this Monday, the January 1st of the week.

Call your employee wellness representative or 1-800-QUIT-NOW (smoke free.gov) for assistance.
If at first you don’t succeed, quit, quit again.

Call your employee wellness representative or 1-800-QUIT-NOW (smoke free.gov) for assistance.
Monday is quitting time.

Call your employee wellness representative or 1-800-QUIT-NOW (smoke free.gov) for assistance.
STRESS MANAGEMENT

WHY ENCOURAGE STRESS MANAGEMENT AND EMOTIONAL HEALTH?
Improving emotional health of employees reduces overall stress in the work environment, which can lower or eliminate incidents of workplace aggression while improving employee satisfaction and job performance. Since psychological well-being can be linked to physical well-being, better emotional health can also lead to reductions in absenteeism due to illness.

WHY MONDAY?
The beginning of the work week can be a stressful time, and the week often gets tougher from there. Focusing on psychological well-being on Monday helps prevent stress from snowballing over the course of the week.

HOW TO PROMOTE STRESS MANAGEMENT IN YOUR WORKPLACE:
• Distribute fliers in employee mailboxes advertising your Employee Assistance Program to encourage people to seek help when they need it.
• Post stress reduction tip posters in common areas.
• Hold yoga or meditation classes on Mondays.
• Offer free massages during lunch times.

AND ALWAYS FEEL FREE TO CONTACT YOUR WORKSITE WELLNESS REPRESENTATIVE FOR HELP OR WITH QUESTIONS!
Stress Management
Graphic Resources
Know the signs and stress less!

**SYMPTOMS OF STRESS**
- Headaches
- Gritting teeth
- Tensing neck, shoulders
- Clenching fists

**CAUSES OF STRESS**
- Over-scheduling
- Co-worker/boss conflicts
- Financial
- Caregiver
- Family/relationship

**STRESS RELIEVERS**
1. Exercise
2. Laugh
3. Plan ahead
4. Take time for yourself a few times a day—breathe, set positive intentions

If you feel stress, step away from situation before reacting.

Exercises to relieve: Tense, then relax muscle groups

Let go of things you can't control

SOURCE: http://www.stress.org/topic-effects.htm
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10 ways to reduce your stress!

1. **CALL A FRIEND**
   A reassuring voice can help put things in perspective for you.

2. **SLEEP BETTER**
   Get the doctor-recommended seven to eight hours of sleep each night. It may be your most effective stress buster!

3. **EAT RIGHT**
   Diet may play a role in moderating stress levels. Fruits and vegetables are great, as is fish with high levels of omega-3 fatty acids—which have been shown to reduce symptoms of stress.

4. **BE MINDFUL**
   You can make lifestyle changes that will help you deal with stress in the long run. Systems of mindfulness from yoga and tai chi to meditation and Pilates, incorporate physical and mental exercises that help prevent stress.

5. **BREATHE EASY**
   Sit up in your chair with your feet flat on the floor and hands on top of your knees. Breathe in and out slowly and deeply, concentrating on your lungs as they expand fully in your chest. Deep breathing oxygenates your blood and clears your mind.

6. **TALK TO YOURSELF**
   Talking to yourself can help you avoid stressing out. Tell yourself why you’re stressed out, and what you have to do to complete the task.

7. **EXERCISE**
   Getting your blood moving releases endorphins and can reduce your stress levels almost instantaneously. Walking around the office or simply standing up to stretch can offer quick relief in a stressful situation.

8. **LAUGH**
   Laughing will release endorphins that improve mood and decrease levels of stress-causing hormones like cortisol.

9. **DRINK GREEN TEA**
   It has less than half the caffeine of coffee and contains healthy antioxidants and theanine, an amino acid that has a calming effect on your nervous system.

10. **LISTEN TO MUSIC**
    Playing music can have a positive effect on your body and lower blood pressure.
Stress Less Monday!

(Insert the specifics, including name, place, time and date of a yoga class or other stress-reducing event here. Click here to download a complete set of Word templates.)
PREVENTIVE SCREENINGS AND IMMUNIZATIONS

WHY GET PREVENTIVE SCREENINGS AND IMMUNIZATIONS?
Early detection of cancers allows doctors to treat them before they have a significant impact on your health. Immunizations against flu and other contagious diseases can prevent you from getting sick in the future or from spreading illness to others.

WHY MONDAY?
People are more likely to schedule doctor’s appointments on Mondays than other days of the week. Since they will already be in the doctor's office, Monday is a good day to encourage people to get screened for and immunized against disease.

HOW TO PROMOTE PREVENTIVE SCREENINGS AND IMMUNIZATIONS IN YOUR WORKPLACE:

• Place posters, placards, or other promotional materials around that emphasize Monday as a day to get screened for cancers such as prostate, skin or breast cancer.

• Work with the local health department or your healthcare provider to run flu shot clinics for employees on Mondays.

• Post signs indicating the nearest pharmacy or clinic where employees can get a flu shot, get tested for STDs, or get screened for cancers.

• Advertise the website and phone number where people can find information on medical providers associated with the company's health insurance plans.

AND ALWAYS FEEL FREE TO CONTACT YOUR WORKSITE WELLNESS REPRESENTATIVE FOR HELP OR WITH QUESTIONS!
Preventive Screenings and Immunizations
Graphic Resources
Beat the flu bug!

Protect yourself, your loved ones and your friends.

(Insert the specifics, including name, place, time and date of flu inoculation program here. Click here to download a complete set of Word templates.)

Get your flu shot Monday! 

Healthy Monday®
Know your numbers!

Checking your BMI, blood pressure and cholesterol is the first step to setting diet and health goals.

(Insert the specifics, including name, place, time and date of a testing facility or program here. Click here to download a complete set of Word templates.)

Get tested Monday!
Mammograms can detect breast cancer before even you can notice it.*

Make an appointment with your doctor on Monday to go for your mammogram.

*The United States Preventive Services Task Force recommends biennial screening mammography for women aged 50 to 74 years.
ONLINE RESOURCES & LINKS

WEBSITES
US DEPARTMENT OF HEALTH & HUMAN SERVICES
http://www.ahrq.gov/clinic/uspstfix.htm

US PREVENTIVE SERVICES TASK FORCE
http://www.uspreventiveservicestaskforce.org

MEATLESS MONDAY
http://www.MeatlessMonday.org

THE KIDS COOK MONDAY
http://www.TheKidsCookMonday.org

THE MONDAY CAMPAIGNS
http://www.MondayCampaigns.org

EMAIL
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http://www.Facebook.com/KidsCookMonday

TWITTER
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http://twitter.com/#!/KidsCookMonday

TUMBLR
http://www.MeatlessMonday.tumblr.com

YOUTUBE
http://www.YouTube.com/MondayCampaigns

ONLINE STORE
http://www.cafepress.com/MeatlessMonday

HM PROGRAM TEMPLATES (WORD)
http://www.healthymondaytips.org/HealthyMondayTemplates.zip