

# Enhancing Your Resilience

Working through times of unexpected change — like you're doing now — certainly has its challenges. So — how are you doing? Are you making it work or are you feeling overwhelmed?

We've gathered some helpful tips to help you stay productive and ready to take on new challenges.

## REMAIN FLEXIBLE.

When things feel crazy, you'll search for the familiar. That's natural. Try to stay open to change and you'll find it's easier to manage challenges. Try this:

- Think through multiple solutions that get to the same result.
- Sleep on it to avoid jumping to conclusions.
- Get excited about new possibilities.

## BE PROACTIVE.

You'll feel like you want to slow down — but in reality — try to move a little faster and get ahead. Try these steps to get comfortable with taking things quickly:

- Dive into new situations rather than avoiding them — there's excitement in the unknown.
- Don't be afraid to try something new or out of character.
- Take action, even if you don't know the exact outcome.

## KEEP YOUR FOCUS.

If you're not sure what to do or how to do it, it can feel like

you're taking on too much. When it's hard to prioritize tasks — try this:

- Get your top three priorities done first.
- Look at the big picture, not every little roadblock.
- Say “no” to requests that will make you miss your goals.

## STAY ORGANIZED.

A little structure goes a long way, especially when you're dealing with the unfamiliar. Create structure by doing things like:

- Schedule your day — including breaks, meals, and workouts — to better manage your time.
- Plan for tasks that you know about and be ready to pivot when needed.
- Take time once a week to organize your work space.

## PRACTICE POSITIVITY.

As we face the unknown, you may find your confidence or glass-half-full attitude drops. Remember: we're all in this together. Do your best to stay positive by doing things like:

- Focus on opportunities rather than problems.
- Be proud of your strengths and what you can bring to the team.
- Try to be optimistic and energetic as things continue to change.

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