Well-being: Seven Simple Steps to Feeling Better
Welcome to Well-being: Seven Simple Steps to Feeling Better—a tool to help you live life to the fullest.

Your employer has chosen to participate in Living Healthy, an exciting program designed to help you:

- Feel healthier
- Improve your energy, mood, and focus
- Be more productive and experience less stress
- Spend more time with family and friends
- Enjoy a higher quality of life—and much, much more

DMBA is pleased to provide this benefit in support of our company’s mission to help you improve your health and financial security. Turn the page to begin (or continue!) your journey to an improved sense of physical and emotional well-being.

Joan Sparks

Susan Johnson
HOW THIS BOOKLET WORKS

This booklet is organized into seven easy-to-read sections, each offering compelling insights on health and well-being, as well as opportunities to apply what you’ve learned. We’ve also included a checklist so you can track your progress. We recommend starting at the beginning, but you don’t have to. This program is yours, so use it however works best for you.

At the end of each section you’ll find additional resource recommendations to help you continue on your path of health and well-being.

LOOK FOR THESE ICONS:

- Resources
- Practice Activity
- What Do I Want?
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<td>mood-enhancing effects of lending a helping hand.</td>
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<td><strong>Chapter 7 Taking Care</strong></td>
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<tr>
<td>This section is all about taking care of yourself today in preparation</td>
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<tr>
<td>for a healthier, happier, more vibrant tomorrow.</td>
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</tbody>
</table>
CHAPTER 1

GETTING STARTED: DISCOVER WHAT’S TRULY IMPORTANT
IT’S NOT HARD TO MAKE A DECISION ONCE YOU KNOW WHAT YOUR VALUES ARE
—ROY E. DISNEY
WHAT ARE YOUR VALUES?

If someone were to ask you what you value, would you be able to tell them? And more importantly, do you know how to make your values work for you?

When it comes to happiness and well-being, understanding your values is fundamental.

When asked about their values, most people respond with things they think they value, wish they valued, or think others might value. Do the values that first come to your mind reflect the things you genuinely value most?

If you want to find out, spend an enlightening few minutes on PRACTICE #1 VALUE CARDS: WHAT MATTERS MOST TO ME?

THAT’S WHY

Your values:
- influence your behavior, your choices, and your emotions
- influence your habits, your lifestyle, and your social experiences
- motivate and give you purpose
PRACTICE #1 VALUE CARDS: WHAT MATTERS MOST TO ME?

In the back of this booklet, you’ll find a set of value cards. Follow the directions on page 50 to identify five values that matter most to you. Record them below.

My top five values are:

1. 
2. 
3. 
4. 
5. 

How do you feel about the five values that matter most to you?

What connection do you see between your life goals (what you’re wanting for yourself) and what you value most? If your goals and values don’t align, now’s the time to refocus your energies and find success.
A HAPPY LIFE IS A BALANCED LIFE

Completing PRACTICE #2 THE WHEEL OF LIFE: ASSESSING LIFE SATISFACTION is a perfect way to invite more balance, happiness, and success into your life.

Through this exercise, you will gain deeper insight into the balance of your life by evaluating your personal satisfaction in seven specific areas. Following this self-reflection, you can further explore why your wheel of life looks the way it does, what you would prefer it looked like, and how to make this happen.
PRACTICE #2 WHEEL OF LIFE: ASSESSING LIFE SATISFACTION

Rate your level of satisfaction in each area on a scale of 1 to 5, one is least satisfied and five is most satisfied, and fill in the corresponding number in each section. Connect the dots and reflect on the shape of your “wheel.” Given your wheel’s shape, how bumpy or smooth will your ride be?

What do I want?
The area of well-being I want to focus on first is:

My goal listed above aligns with my values because:
BEING ACTIVE: FEELING BETTER BY MOVING MORE
IF TODAY YOU ARE A LITTLE BIT BETTER THAN YOU WERE YESTERDAY, THEN THAT’S ENOUGH —DAVID A. BEDNAR
WHEN YOU ADD MORE ACTIVITY, YOU’RE TAKING BETTER CARE OF YOURSELF

The physical, mental, and emotional benefits of activity are hard to ignore. It doesn’t matter if you’re old or young, new to activity, or have an existing routine. Unless your healthcare provider tells you otherwise, activity is good for you—and likely to help you feel a lot better a lot sooner.

When you add more activity throughout your day, you take better care of yourself and you’re better able to take care of those who depend on you. Being physically active will help you do more of the things that are most important to you.

Did you know that most people don’t get enough physical activity to experience health benefits? By being more active, you’ll:
- avoid debilitating diseases
- feel healthier
- have more energy
- enjoy a sharper mind and elevate your mood

THAT’S WHY
As you think about increasing your activity and imagine the benefits more movement will bring, it may be helpful to keep a few things in mind:

1. Remember to start where you are; it takes time to build a habit.
2. Add activity into your day at an easy, reasonable pace that works for you, your family, and your lifestyle.
3. Choose activities you enjoy. Be creative, and experiment with different types of activity.

If regular activity is new to you, you may want to schedule a specific time of day to begin—maybe all at once or scattered throughout the day. Activity can be as structured or as unstructured as you’d like. And any movement counts! You don’t have to join a gym or take a class to enjoy the health benefits of being active.

Whether you’re at home, at work, or running errands, look for opportunities to move more. Take stretch breaks, keep an extra pair of shoes at your desk or in your car, and choose the stairs whenever you can.

If you’re wanting a little more structure, the F.I.T.T. practice on the next page may be helpful. F.I.T.T. stands for frequency, intensity, type, and time. Using the chart below as a guide, develop the F.I.T.T. plan that works best for you!
When it comes to activity, keep three things in mind:
1. Make it easy.
2. Make it fun.
3. Make it daily.
PRACTICE #3 CREATE YOUR F.I.T.T. CARD

A F.I.T.T. card can help you develop an exercise routine that’s just right for you. If you’re finding it hard to stick to your plan, maybe you’ve bitten off more than you can chew. It’s ok to re-evaluate—just don’t give up! Simply refine your plan until you find one that works right for you.

Follow the four steps below to create your customized exercise plan:

<table>
<thead>
<tr>
<th>Frequency</th>
<th>Intensity</th>
<th>Type</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>How often will I do this?</td>
<td>How much effort am I willing to make?</td>
<td>What do I enjoy doing?</td>
<td>How long will I do it?</td>
</tr>
<tr>
<td>For example, “I will do my activity three days this week.”</td>
<td>For example, “I will do my activity at a moderate level for me.”</td>
<td>For example, “I enjoy walking.”</td>
<td>For example, “I want to exercise for 30 minutes.”</td>
</tr>
</tbody>
</table>

F.I.T.T. Goal
I will...

What do I want?
Considering what you’ve learned about being active, ask yourself: What do I want to improve or gain within this area of well-being?

How does the goal described above align with your values?
OUR FOOD SHOULD BE OUR MEDICINE, AND OUR MEDICINE SHOULD BE OUR FOOD.
—HIPPOCRATES
Choosing to eat more nutritiously can be one of the smartest decisions you make. Why? Food is fuel, vital for good health and well-being. Food provides our bodies with the energy and nutrients to live, grow, and function properly. We need a variety of different foods to provide the right amounts of nutrients for good health.

Everything you eat and drink matters. By eating right you can be healthier and more energetic, dramatically improving the time you spend caring for those you love.

Healthier eating benefits us:
- Physically
- Mentally
- Emotionally

Good nutrition increases our energy levels, improves brain function, and prevents and fights disease. We feel good when we eat foods that are fresh, in season, and of the earth, such as fruits and vegetables, whole grains, and lean or plant-based proteins.
Healthy eating is about eating smart and enjoying your food. When taking steps toward better nutrition, consider the following:

**PLANNING AHEAD**
Making a change can be hard, but with a little bit of planning and awareness of possible roadblocks, we can make healthy food choices more easily. Keep healthy, fresh foods on hand, plan home cooked meals with family and friends, and choose foods that are more nutritious.

**HONOR YOUR HUNGER AND FULLNESS**
Pay attention to the signals your body is giving you. Know when you are physically hungry and honor that with nutritious, healthy food. Likewise, pay attention to when you feel satisfied and are no longer hungry. What we choose to eat and how much we choose to eat can be challenging. Reach for foods that are nutritionally dense as opposed to foods full of sugar and excess fat.

**PAY ATTENTION TO PORTIONS**
Portion size matters. Research has shown people consistently eat more when offered larger-sized portions. Use the chart below to help identify healthy portion sizes.

<table>
<thead>
<tr>
<th>Food</th>
<th>Serving Size</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cooked Meat</td>
<td>1 serving = 2 ounces</td>
</tr>
<tr>
<td>Oil, Butter, Margarine</td>
<td>1 serving = 1 teaspoon</td>
</tr>
<tr>
<td>Cereal or Rice</td>
<td>1 serving = 3/4 cup</td>
</tr>
<tr>
<td>Peanut Butter</td>
<td>1 serving = 2 tablespoons</td>
</tr>
<tr>
<td>Cooked Pasta</td>
<td>1 serving = 1 cup</td>
</tr>
<tr>
<td>Dried Fruit &amp; Nuts</td>
<td>1 serving = 1/4 cup</td>
</tr>
<tr>
<td>Cheese</td>
<td>1 serving = 1.5 ounces</td>
</tr>
<tr>
<td>Fruit</td>
<td>1 serving = 1/2 cup</td>
</tr>
<tr>
<td>Vegetables</td>
<td>1 serving = 1 cup</td>
</tr>
</tbody>
</table>
MAKE HEALTHY CHOICES
Eating more nutritiously means eating a variety of fresh, colorful foods rich in nutrients.

1. **Protein** is an important building block of bones, muscles, cartilage, skin, and blood.
2. Try to get your protein from a variety of sources.
3. Choose to eat meat in moderation. It’s better for you and our environment.
4. Sources include fish, poultry, beans, legumes, eggs, dairy, and nuts.

1. Fats encourage the production of body chemicals that help control inflammation.
2. Unsaturated fats don't raise ‘bad’ LDL cholesterol and may help raise your ‘good’ HDL cholesterol.
3. Choose unsaturated fat over saturated fat and avoid trans fat.
4. Sources include fish, avocado, flaxseed, some oils, nuts, and seeds.

1. Carbohydrates give you energy and promote a healthy digestive system.
2. Carbohydrates are the body's primary energy source.
3. Choose foods high in fiber, and limit added sugar and refined grains.
4. Sources include grains, beans, legumes, vegetables, and fruits.

Resources: www.choosemyplate.gov | https://healthyforgood.heart.org/
# PRACTICE #4 FOOD JOURNAL: WHAT DO I NOTICE?

Log what you eat for one day using the template below or another method.

**Date:**

<table>
<thead>
<tr>
<th>BREAKFAST</th>
<th>MOOD BEFORE EACH MEAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Breakfast</td>
</tr>
<tr>
<td></td>
<td>Lunch</td>
</tr>
<tr>
<td></td>
<td>Snack</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LUNCH</th>
<th>MOOD AFTER EACH MEAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Breakfast</td>
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<tr>
<td></td>
<td>Lunch</td>
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<td></td>
<td>Snack</td>
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<table>
<thead>
<tr>
<th>DINNER</th>
<th></th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>SNACK</th>
<th></th>
</tr>
</thead>
</table>

## WHAT DO I NOTICE ABOUT MY FOOD AND MOOD?

### What do I want?
What do you want to change, add, or eliminate when it comes to food choices?

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How does the goal listed above align with your values?

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BEING PRESENT: LIVING MINDFULLY
BETWEEN STIMULUS AND RESPONSE THERE IS A SPACE. IN THAT SPACE IS OUR POWER TO CHOOSE OUR RESPONSE. IN OUR RESPONSE LIES OUR GROWTH AND OUR FREEDOM —VIKTOR FRANKL
Life seems to move at warp speed, and we do the best we can to keep pace. But if we don't take time to slow down every now and then, not only will the stressors continue to mount, we might miss out on what's most important to us. A great way to put on the brakes and become more attuned to the present is by practicing mindfulness.

Mindfulness is the practice of being fully and intentionally present without judging your thoughts or the experience. Instead of deciding whether your experience or thoughts are good or bad, just acknowledge and accept them for what they are.
WHAT HAPPENS UNDER STRESS

Knowing how our minds and bodies react to stress is at the core of understanding why mindfulness training is effective in managing stress.

The fight-or-flight response is a biological process that controls how readily we can run from danger:
1. A threat is perceived by the individual
2. Fight-or-flight response is activated
3. Stress hormones are released

Stress hormones cause:
• heart rate to increase
• breathing to increase
• fats and glucose to release for quick energy
• diversion of blood flow from nonessential body areas to muscles and brain
• perspiration to increase
• suppression of the immune system

Threat is removed:
1. Neurotransmitter acetylcholine is released
2. Stress hormone levels are lowered
3. Body returns to normal

The stress response was never meant to be a permanent condition. The human body is designed to respond readily to challenges—and then to release. When chronic stress takes over, our bodies and minds are numb to the signals to release and relax, and we stay in constant fight-or-flight mode, which can have serious effects on our health.
BE YOUR BEST SELF THROUGH MINDFULNESS

Practicing mindfulness can lower our stress hormones, allowing our bodies and minds to return to balance. Mindfulness can help you switch your attitude around the stress. Instead of just seeing and feeling the negative consequences of stress, mindfulness offers you the space to think differently about the stress itself.

Not only can mindfulness help reduce stress, it can put you on the path to becoming your best self.
Know Your Mind

- Mindfulness can help you understand what causes you stress
- Mindfulness is about recognizing what's going on inside our minds and bodies, as well as our external experiences and understanding how they affect our well-being

Train Your Mind

- Think of mindfulness as a muscle; build it with practice
- Mindfulness is not about stopping or eliminating thoughts or feelings
- With mindfulness, we can change our relationship with our thoughts, emotions, and negative self-talk

Free Your Mind

- You have a choice in your response
- You don’t have to believe every thought you have; just notice your thoughts without judgment

Achieve Peace

- As you create more emotional balance, you’re less easily triggered by stress and strong emotions, and can bounce back faster when you are (triggered)
- Mindfulness is like being the best possible parent to yourself: present, gentle, attentive, compassionate, and grateful for each moment
- Attaining peace, joy, and connection doesn’t have to be a lofty goal. Simply pay attention to whatever you are doing because this moment IS your life.
THERE’S NO SINGLE WAY TO PRACTICE MINDFULNESS

You can try one of these or come up with another that works better for you.

**MINDFUL HAND AWARENESS**
Grasp one hand tightly with the other and hold 5-10 seconds. Release and pay attention to how your hands feel. Maintain awareness and focus on the feeling as long as you can.

**UNDIVIDED ATTENTION**
Choose an activity and devote your undivided attention to it. Notice all sensory perceptions (sight, sound, smell, taste, touch) while participating in the activity.

**MENTAL FOCUS**
Focus your gaze on an object for as long as possible. Recognize when your mind starts to wander. Acknowledge the thoughts non-judgmentally; then gently re-focus on the object.

**JUST BREATHE**
Sit in a quiet spot and simply breathe for 5-10 minutes. Focus on the subtle movements of your body. How does it feel?

**MUSICAL STIMULI**
Listen to a song and actively notice your emotions. What feelings does this song evoke? What memories come up, and how do they make you feel?

**SAVOR YOUR MEALS**
Pay attention during your first three bites. Bring awareness to the smell, texture, and taste of your food as well as your physical and emotional reactions to each. Savor the moment.

http://tinyurl.com/relax-record
The next time you're feeling stressed out, overwhelmed, or unsure, reach for a moment of calm awareness—a mindfulness SNACK. Here's how to do it:

**A Mindful S.N.A.C.K.**

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<th>N</th>
<th>A</th>
<th>C</th>
<th>K</th>
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<tbody>
<tr>
<td><strong>Stop</strong></td>
<td><strong>Notice</strong></td>
<td><strong>Accept</strong></td>
<td><strong>Curious</strong></td>
<td><strong>Kindness</strong></td>
</tr>
<tr>
<td>Just stop whatever you're doing. Stopping, by definition, requires us to begin again. We can always begin again.</td>
<td>What is happening within and around you?</td>
<td>This is a tricky one. Whatever it is you're struggling with (time, kids, sleepiness, frustration) acknowledge it for what it is, without judgment.</td>
<td>Ground yourself with questions about your experience and environment: What am I feeling? What do I need right now?</td>
<td>Respond to yourself and others with kindness and observe how that helps things get back on track.</td>
</tr>
</tbody>
</table>

**What do I want?**
What do you want to change, add, or eliminate when it comes to mindfulness?

How does the goal listed above align with your values?
CHAPTER 5

SLEEPING BETTER: HEALING BODY AND SOUL
DON’T MAKE IMPORTANT DECISIONS OR TRY TO RESOLVE SERIOUS PROBLEMS WHEN YOU ARE EXHAUSTED. GET SOME SLEEP. YOUR MIND WILL BE REFRESHED AND YOUR SPIRIT WILL BE QUICKENED.”
—JEFFREY R. HOLLAND
The importance of sleep goes way beyond just boosting your mood. Sleep is critical to our health yet it’s often overlooked when considering overall well-being.

While sleeping, the body repairs itself and rebuilds vital tissue. Sleep supports healthy brain and body functions so you can enjoy higher-quality waking hours. When you consistently get too little sleep, it affects not only your health but also how you think, feel, learn, grow, and get along with others.
Increased energy
Sharper concentration
Better decision making
Improved memory
Ability to manage stress
Improved physical health
Better immune system

Cardiovascular disease
Diabetes
Obesity
Poor concentration
Drowsiness during waking hours
Poor decision making
Carelessness, possibly exposing others to risk

Positive Effects of Sleep

Negative Effects of Inadequate Sleep
WHAT ARE YOUR BEDTIME ROUTINES AND HEALTHY SLEEP HABITS?

Use all five senses to create the best environment for sleep.

HEAR: Are you sensitive to noise? Is your bedroom free from disturbances that prevent you from achieving the deepest, most restoring levels of sleep?

SEE: Did you know that light from an ultra-bright digital display can affect your ability to sleep? Blue light from electronic displays produces more energy than any other color of light, adjusting your internal body clock and making it harder to doze off.

SMELL: Did you know scents can trigger emotions and memories? What you breathe while you sleep has a powerful effect on the way you feel when you wake.

TASTE: Have you considered how the things you eat and drink affect your sleep? Wise choices in the evening lead to more restful sleep through the night.

TOUCH: What is the temperature of the room? Do your bed coverings allow your skin to breathe naturally? Is the area properly ventilated?

Resources: https://sleepfoundation.org | https://www.cdc.gov/sleep
What do I want?
Considering what you’ve learned about sleep, ask yourself: What do I want to improve or gain within this area of well-being?
________________________________________________________________________________________________________________________________________________________

How does the goal listed above align with your values?
________________________________________________________________________________________________________________________________________________________
SERVING MORE: GAINING THROUGH GIVING
IF YOU WOULD BE HAPPY, RENDER A KIND SERVICE; MAKE SOMEBODY ELSE HAPPY.
—DAVID O. MCKAY
HELPING OTHERS GIVES US PURPOSE

Helping others can help you live longer. Research shows selfless activities can improve health in ways that can add years to your life. Volunteers have an increased ability to manage stress and resist disease. They also enjoy less depression and an increased sense of general satisfaction when they serve on a regular basis. This might be because volunteering alleviates loneliness and enhances our social lives, both of which significantly affect our long-term health. Helping others simply makes us happy.

Altruism is contagious. When one person performs a good deed, it causes a chain reaction. This effect can ripple throughout the community, inspiring dozens of individuals to make a difference.

THAT’S WHY

Volunteering your time or energy to help others doesn’t just make the world better—it makes you better. Studies indicate that the very act of giving boosts our:

• Happiness
• Health
• Sense of well-being
PRACTICE #7: THANK YOU CARDS

Thank You Cards: Write three thank you cards (found in the back of this book) to friends, family, neighbors, a stranger … anyone. Thank them for a specific act, express gratitude, or just tell them how much you care. Below take time to write three thank you notes to yourself.
THE MEASURE OF A MAN'S GREATNESS IS NOT THE NUMBER OF SERVANTS HE HAS, BUT THE NUMBER OF PEOPLE HE SERVES
Perform an act of kindness either for yourself or for another. A kindness to self might be to eat mindfully, make time for yourself, watch your inner self critic, ask for help, or walk tall. A kindness to others might be to give a compliment, volunteer your time, volunteer your talents, or offer a smile.

Looking for ways to volunteer?
- Volunteer at an animal shelter
- Promote the love of reading by offering to listen to children read
- Spend time with the elderly
- Help maintain a park or hiking trail
- Help a neighbor

Benefits of service:
- Gain confidence
- Make a difference
- Meet people
- Be part of a community
- Learn new skills
- Take on a challenge
- Have fun!

What do I want?
Considering what you’ve learned about serving more, ask yourself: What do I want to improve or gain within this area of well-being?

How does the goal listed above align with your values?
CHAPTER 7

TAKING CARE: NURTURING BODY AND SOUL
TAKING GOOD CARE OF YOU MEANS THE PEOPLE IN YOUR LIFE WILL RECEIVE THE BEST YOU, RATHER THAN WHAT’S LEFT OF YOU.
—CARL BRYAN
Do you ever find yourself so busy taking care of everyone else that you fail to take care of yourself? In today’s world, it’s hard to find time to do all we need (and want!) to do, so making time to properly care for yourself presents a challenge.

Self-care can’t be saved up and done all at once. If you want to stick around for the long haul, establishing small and simple habits can ensure you’re always at your best—emotionally, physically, and mentally.

If you don’t already have a regular routine for self-care, the best way to get started is to approach it like anything else—one step at a time. Here are a few ideas to help you decide where to begin.
Maintaining a healthy lifestyle includes receiving preventive care. Check out this tile after logging in at www.dmba.com. One click brings up a list of personalized preventive screening suggestions, compiled from various national guidelines, reflecting the services you’ve received—and those for which you’re overdue, too! Self care is individual—decide what suits you best.

Examinations and Screenings

<table>
<thead>
<tr>
<th>Service</th>
<th>Age</th>
<th>Suggestion</th>
<th>Your Last Service Date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physical Exam</td>
<td>30-39</td>
<td>Every 4 years</td>
<td>10/20/2016</td>
<td>✔️</td>
</tr>
<tr>
<td>Vision/Glaucoma Exam*</td>
<td>18 and older</td>
<td>Every 2 years</td>
<td>03/23/2015</td>
<td>❌</td>
</tr>
<tr>
<td>Regular Dental Checkup*</td>
<td>18 and older</td>
<td>Every year</td>
<td>05/31/2016</td>
<td>✔️</td>
</tr>
<tr>
<td>Pap Test</td>
<td>21-55</td>
<td>Every 3 years</td>
<td>10/20/2016</td>
<td>✔️</td>
</tr>
<tr>
<td>Cholesterol Screening</td>
<td>18 and older</td>
<td>Every 5 years</td>
<td>06/24/2016</td>
<td>✔️</td>
</tr>
<tr>
<td>Diabetes Screening</td>
<td>18 and older</td>
<td>Every 3 years</td>
<td>06/24/2016</td>
<td>✔️</td>
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List preventive services you may have overlooked and want to schedule this year:
PRACTICE #10: ENROLL IN LIVING HEALTHY

In addition to getting your yearly prevention screenings, DMBA also offers the Living Healthy Wellness Program. Make better decisions every day and you’re choosing to improve your life for years to come. Plus, you and your spouse can each earn up to $250 based on your individual participation. The program consists of two parts: a series of wellness challenges (you choose what your goals are!) and a health risk assessment.

For full-time active employees and early retirees (before age 65), you will be eligible to receive a year-end wellness premium refund when you participate in the Living Health program. All you need to do is register at www.dmba.com and choose your challenge goals!

☐ Yes, I’m registered and have selected my goals for the year!

QUICK SELF-CARE FOR THE MIND, BODY & SOUL

Putting it together: this booklet lists a variety of actions you can take for yourself, your children and family to promote and maintain good health and wellbeing throughout your life. Where will you begin?

- Start a compliments file
- Take a different route to work
- Watch the sun rise or set
- Unplug for an hour
- Make one small change to your diet
- Have a good laugh
- Help someone
- Splurge a little
- Spend your time carefully today
- Ask for help

Resources: www.dmba.com
**PRACTICE #11: MY PERSONAL SELF-CARE PLAN**

Implement tiny self-care habits every day to show yourself a little more attention and express a little bit more love for your body, mind, and soul.

Considering what you’ve learned about self-care, ask yourself: What do I want to improve or gain within this area of well-being?

**MAKE EVERY DAY COUNT**

<table>
<thead>
<tr>
<th>I can exercise my body</th>
<th>I can eat healthy foods</th>
<th>I can relax my body and mind</th>
<th>I can get more rest</th>
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**LIFE IS A GIFT AND SO ARE YOU**

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<tr>
<th>Important people I trust</th>
<th>I can be a good friend</th>
<th>My hopes and dreams</th>
<th>I can make myself happy</th>
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**What do I want?**

How do the goals listed above align with your values?

______________________________________________________________

______________________________________________________________

______________________________________________________________
PRACTICE #1 YOUR VALUE CARDS

This activity can be helpful when thinking about making changes. It’s a way to identify things that are really important to you and learn a bit about yourself.

**STEP 1:** Think about what is important to you right now, and identify an area you would like to improve upon. It may be fostering close relationships, making more money, finding happiness, or any other goal you may identify. Remember this goal, and we’ll come back to it later.

**STEP 2:** Sort the cards into three different categories: less important, important, and very important. You can define the values however you want, but sort according to the way you feel today. There are no right or wrong answers, so try to avoid judging yourself. You will not be asked to share this with anyone.

**STEP 3:** Focus on the "very important" category, and narrow it down again, following the instructions in Step 2. Continue to narrow down the "very important" category until you are down to your top five values. It can be challenging to narrow it down to only five, but do the best you can, and use the feelings you have about things today. You don’t need to rank the five you choose.

**STEP 4:** Reflect. Consider the following questions in relation to the top five values you chose today:

- What connection, if any, do you see between your goal (identified in step 1) and the values you have identified as very important? If your goal doesn’t seem to fit your top values right now, it might be time to focus on something that does fit, decide to address this goal later, or think about the connection over the next few days (sometimes it is not apparent right away).
- How do you feel you are doing with your top five values? Some may be true for you right now, and some may be things you’re working on.
- What might you have chosen when you were a teenager? What might you find most important after you retire? Your perspective may change or stay the same as you mature.
VALUES

IMPORTANT TO ME

VALUES

VERY IMPORTANT TO ME

VALUES

LESS IMPORTANT TO ME

VALUES

ACCEPTANCE
To be accepted as I am
ACCURACY
To be accurate in my opinions and beliefs

ACHIEVEMENT
To have important accomplishments

ADVENTURE
To have new and exciting experiences

ATTRACTIVENESS
To be physically attractive
COMFORT
To have a pleasant and comfortable life

COMMITMENT
To make enduring, meaningful commitments

COMPASSION
To feel and act on concern for others

COMPLEXITY
To have a life full of variety and change
CONTRIBUTION
To make a lasting contribution in the world

COURTESY
To be considerate and polite toward others

CREATIVITY
To have new and original ideas

DEPENDABILITY
To be reliable and trustworthy
DUTY
To carry out my duties and obligations

ECOLOGY
To live in harmony with the environment

FAITHFULNESS
To be loyal and true in relationships

FAME
To be known and recognized
FAMILY
To have a happy, loving family

FLEXIBILITY
To adjust to new circumstances easily

FUN
To play and have fun

GENEROSITY
To give what I have to others
Your Value Cards

**GENUINENESS**
To act in a manner that is true to who I am

**GOD’S WILL**
To seek and obey the will of God

**GROWTH**
To keep changing and growing

**HEALTH**
To be physically well and healthy
HELPFULNESS
To be helpful to others

HONESTY
To be honest and truthful

HOPE
To maintain a positive and optimistic outlook

HUMILITY
To be modest and unassuming
HUMOR
To see the humorous side of myself and the world

INDEPENDENCE
To be free from dependence on others

INDUSTRY
To work hard and well at my life tasks

INNER PEACE
To experience personal peace
INTIMACY
To share my innermost experiences with others

JUSTICE
To promote fair and equal treatment for all

KNOWLEDGE
To learn and contribute valuable knowledge

LEISURE
To take time to relax and enjoy
LOGIC
To live rationally and sensibly

LOVED
To be loved by those close to me

LOVING
To give love to others

MASTERY
To be competent in my everyday activities
VALUES

MODERATION
To avoid excesses and find a middle ground

MONOGAMY
To have one close, loving relationship

ORDER
To have a life that is well-ordered and organized

PLEASURE
To feel good
VALUES

POPULARITY
To be well-liked by many people

POWER
To have control over others

PURPOSE
To have meaning and direction in my life

REALISM
To see and act realistically and practically
RESPONSIBILITY
To make and carry out responsible decisions

RISK
To take risks and chances

ROMANCE
To have intense, exciting love in my life

SAFETY
To be safe and secure
VALUES

SELF-CONTROL
To be disciplined in my own actions

SELF-ACCEPTANCE
To accept myself as I am

SELF-KNOWLEDGE
To have a deep and honest understanding of myself

SERVICE
To be of service to others
SIMPlicity
To live simply, with minimal needs

SPIRITUALITY
To grow and mature spiritually

STABILITY
To have a life that stays fairly consistent

STRENGTH
To be physically fit and strong
TOLERANCE
To accept and respect those who differ from me

TRADITION
To follow respected patterns of the past

VIRTUE
To live a morally pure and excellent life

WEALTH
To have plenty of money
PRACTICE #7: THANK YOU CARDS

Write three thank you cards and give them to friends, family, neighbors, a stranger ... anyone.

Cut out

• THANK YOU •

Cut out

thank you

Cut out

THANK YOU