



# THE SECRET TO STAYING FIT AT WORK

*You try your hardest to make it to the gym everyday and eat healthy, but is all your hard work going to waste from sitting at a desk for hours a day?*

*It doesn't have to be.*

*Even if you can't make it to the gym every day, there are still ways you can get fit and stay fit while working.*

*Making a few small changes to your workspace and routine while at work, can have a huge impact on your overall health. Keep in mind your end goal and stick to your new routine while adding in a few new elements as you go.*

*This guide will provide you with several tools you can use to get fit and stay fit at work; some of which you can start today. If you feel awkward doing any of these things at work, remember that everyone would rather have you healthy at work then sick at home.*

# CHANGE UP YOUR WORKSPACE

## HAVE YOUR DESK CONVERTED TO A STANDING WORKSTATION



Sitting in a chair all day can cause numerous health issues. Twisting at the waist to reach items on the other side of your desk can cause serious back strain. Converting your desk to a standing desk can alleviate some of these issues. Standing desks keep you moving more, enable you to move more freely to reach items around your desk and in file cabinets, and helps to keep you focused on the task at hand (less zoning out).

Many companies are allowing this standing desk modification as part their ongoing ergonomic improvements to employee work areas. If you work in a cubicle, this modification is usually fairly simple. You may even have the option to have only part of your desk raised so you can choose to sit or stand. If you have a traditional office set-up, it may be possible to just raise your desk with blocks, or you can purchase a desk that is made specifically to be a standing desk. There are numerous options out there. Find something that works for you and keeps you moving.

## TRADE-IN YOUR CHAIR



If a standing workstation is not an option (or if you opt out for a half standing and half sitting configuration), try changing out your chair. By changing your chair out for a large yoga ball or similar seat that requires more balance and stability, you are increasing your core strength all day while you work.

Many companies have allowed their employees to change out their traditional chair for a core strengthening seat. However, if your company will not cover this expense, you can go out and buy an inexpensive yoga ball on your own. Simply measure the height between the floor and the base of your current chair and buy a yoga ball that has the same height dimension.

# GET MOVING MORE AT WORK



## WALK

This is probably the most obvious way to stay in shape at work. Try using part of your lunch break or other breaks to walk around the building. If it's nice outside, get some fresh air. If the weather is poor, walk the halls or stairs. Set yourself a goal of X number of flights to walk up and down a day and stick to it. Start out low and add on another flight of stairs each week.

Many companies have established wellness programs that allow you time during the day to walk or workout. If your company has a program like this, make sure to take full advantage of this benefit. If your company doesn't yet have an established wellness program, talk to your management about setting one up. Not only does walking daily help to keep you fit, but it also helps to get the creative juices flowing and creates more productive employees.



## EXERCISE AT YOUR DESK

There are several exercises you can do at your desk throughout the day to keep you moving and active during the day. Each movement takes less than 2 minutes to complete the listed rep scheme and most can be completed within the space of a typical cubical.

Each of the exercises below include 5 images that detail how to perform the exercise properly. The 6th image in each series shows an acceptable modification to slowly increase your strength in performing the movement properly.

### SKILL LEVEL KEY

**Skill Level 1:**

Requires minimal skill to perform and the technique is fairly simple.

**Skill Level 2:**

Requires moderate skill to perform and some attention to technique is required to perform the movement properly.

**Skill Level 3:**

Requires a high amount of skill to perform and a great attention to technique is required to perform the movement properly.

### SPACE NEEDED KEY

**Space Needed 1:**

Can be easily performed within the confines of a typical cubicle.

**Space Needed 2:**

Can be performed within the space of a typical cubicle, but you may need to remove your chair/any additional obstacles on the floor.

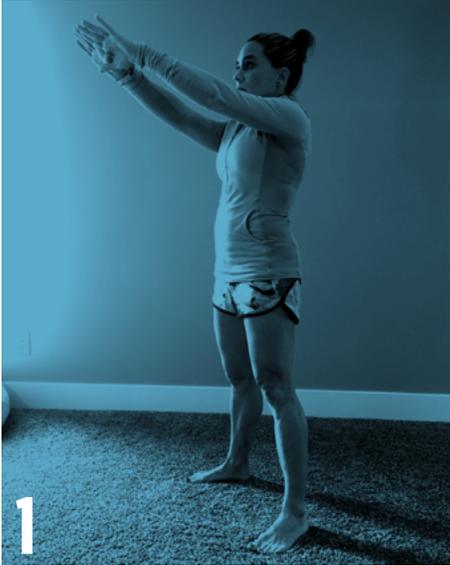
**Space Needed 3:**

You may need to use some creativity to perform this exercise within the confines of a typical cubicle.

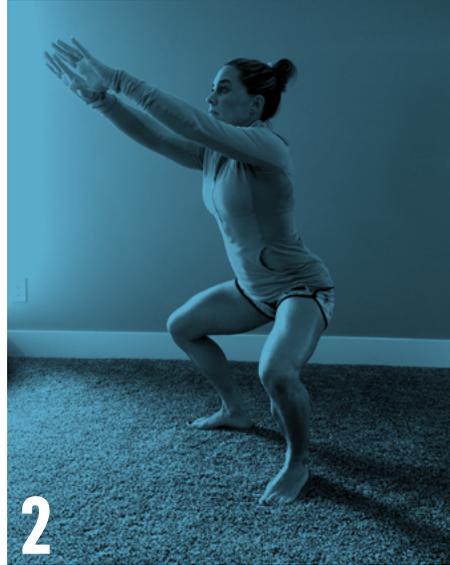
# SQUAT

SKILL LEVEL: 1  
SPACE NEEDED: 1

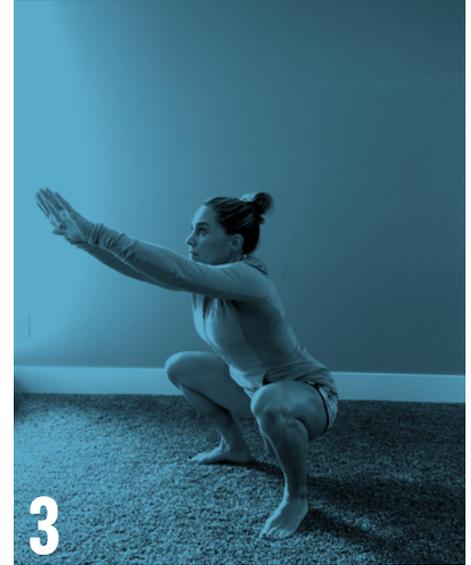
Start out doing 5 sets of 5 squats throughout the day. Slowly increase the amount of squats you are doing weekly.



Stand with your feet shoulder width apart, toes slightly pointing out



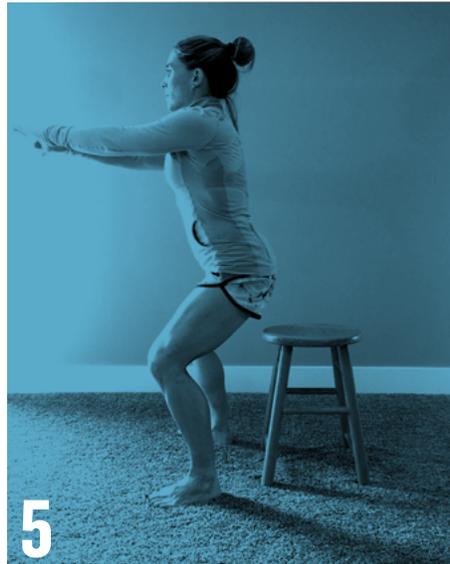
The bottom of the squat is when your hip crease is below the top of your knees. Continue keeping your chest as vertical as possible throughout the entire movement and keep your heels planted firmly on the ground.



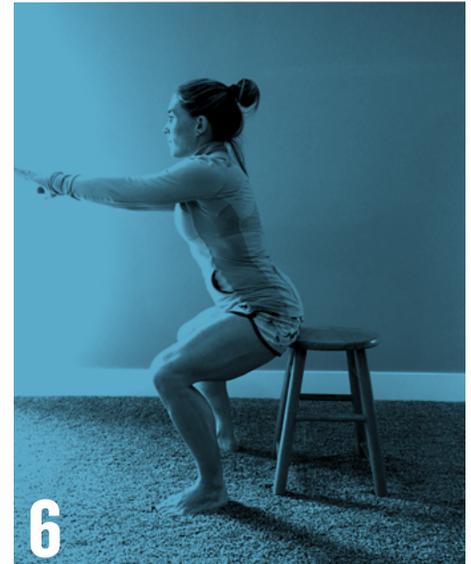
The squat is completed when your hips and knees are fully extended and you have reached your initial starting position.



Keeping your abdominal muscles (stomach) tight, push your knees outward toward your toes and lower your rear like you are sitting in a chair



At the bottom of the squat, squeeze your butt, push your knees outward toward your toes, and begin to rise out of the squat pushing through the heels.



If you are unable perform the entire range of motion, you can modify the movement by only going to parallel (hip crease at the knees) or by squatting to a chair behind you.

# SIT-UPS

SKILL LEVEL: 1  
SPACE NEEDED: 2

Start out by doing 5 sets of 5 sit-ups throughout the day. Slowly increase the amount of sit-ups you are doing weekly.



Start laying on the floor with the bottom of your feet together in a butterfly position and your arms on the floor behind your head (alternate: both feet on the floor bent at the knees).



Continue squeezing your abdominal muscles and lower yourself back to the starting position in a controlled manner.



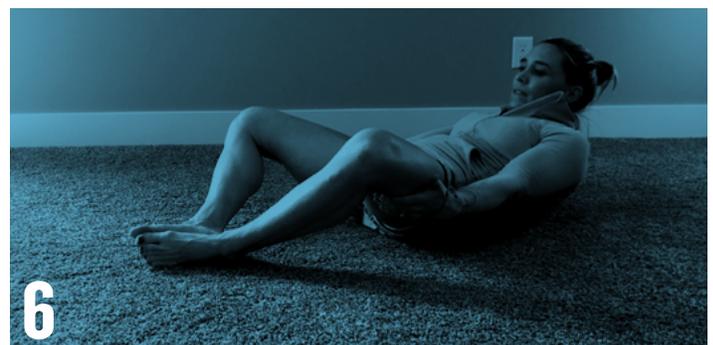
Squeeze your abdominal muscles, bring your arms forward and begin to raise your torso off the ground.



At the bottom of the sit-up make sure your shoulder blades touch the ground, your lumbar curve is maintained (placing a rolled towel under the small of your back will help with this), and your abdominal muscles remain engaged through the next repetition.



Bring your hands forward to touch your feet, and raise yourself to a full upright sitting position with your back perpendicular to the ground.

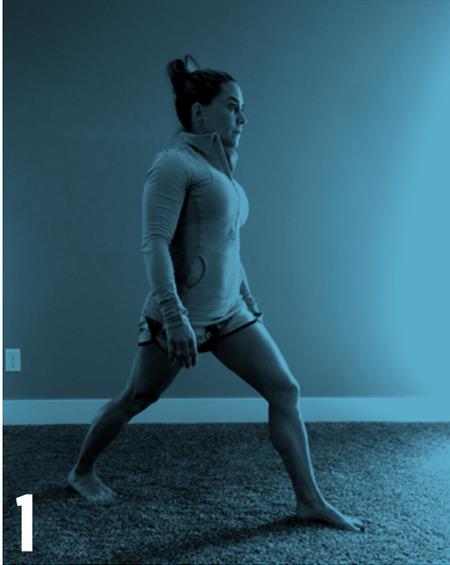


If you are unable to raise yourself to a full upright position using only your abdominal muscles, you may modify by placing your fingertips on the backs of your thighs to assist yourself up.

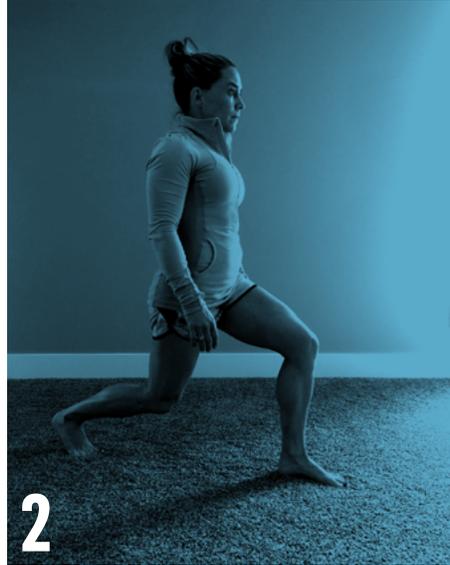
# LUNGES

SKILL LEVEL: 2  
SPACE NEEDED: 2

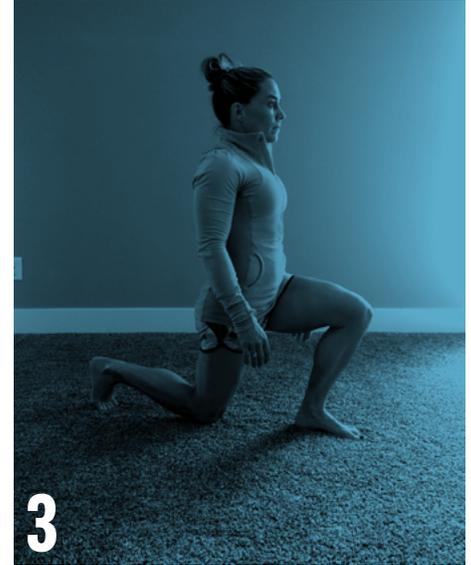
Start out doing 5 sets of 6 lunges (3 each side) throughout the day. Slowly increase the amount of lunges you are doing weekly.



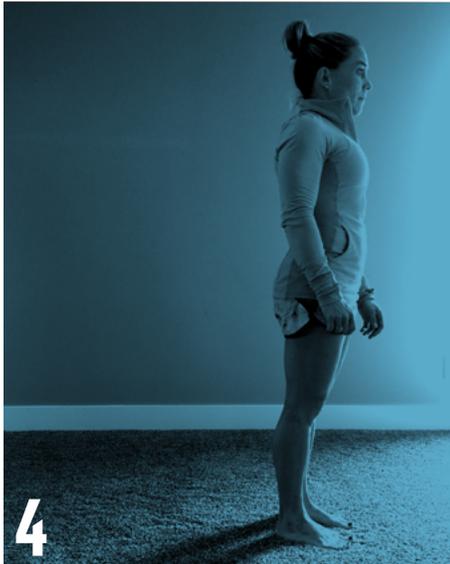
Step forward with your left leg far enough to where your knee does not pass your toes when performing the lunge. Keep your abdominal muscles tight and your chest upright throughout the movement.



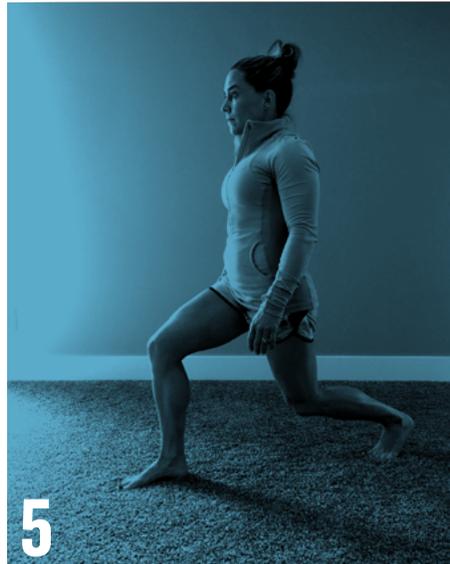
While tightening your butt push through the front heel to raise yourself out of the lunge.



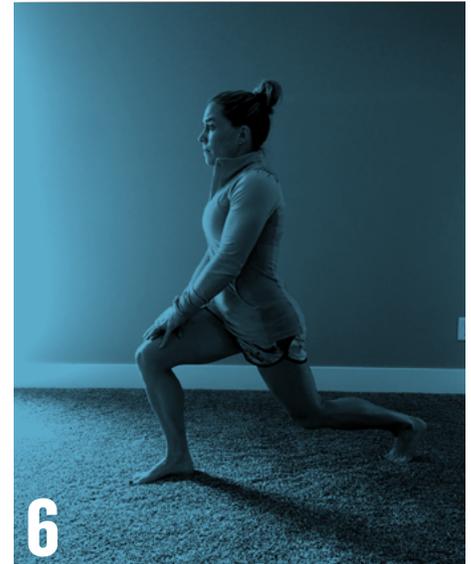
Slowly lower your back knee to the ground while bending your front knee and keeping your front shin as vertical as possible. The bottom of the lunge is when your back knee slightly taps the ground (take caution to avoid slamming your back knee on the ground).



Bring your front foot backward to meet with your back foot and finish in a fully upright position.



Repeat steps 1-3 with your right leg forward. Remember to push through the front heel when rising out of the lunge.



If you are unable to complete the entire range of motion, you can modify by not taking your back knee down as far or by pressing your hands into your front knee to assist in raising yourself out of the lunge.

# PUSH-UPS

SKILL LEVEL: 2  
SPACE NEEDED: 3

Start out by doing 5 sets of 5 push-ups throughout the day. Slowly increase the amount of push-ups you are doing weekly.



1 Start by laying flat on the floor with both hands directly under your shoulders, palms flat, and fingers pointing forward. Press your toes into the ground with your heels together.



4 While maintaining a nice straight line from your heels to your shoulders, lower yourself to the ground in a controlled motion.



2 Squeeze your thighs together while engaging your abdominal muscles. Keep your hips in line with your shoulders and raise your whole body in a controlled motion.



5 At the bottom of the movement, your chest and thighs should be touching the ground, while keeping your heels together and thighs, butt and abdominal muscles engaged.



3 Finish the top of the movement with your body in a full plank position with your elbows fully locked out. Take care to avoid having your hips higher than your shoulders in the top position. You should have a nice straight line going from the top of your shoulders to the top of your heels.



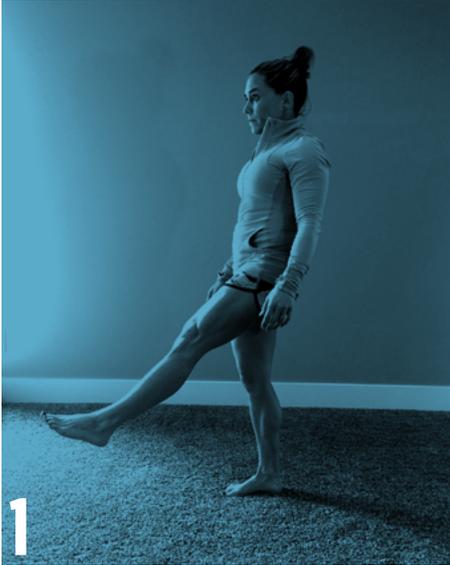
6 If you are unable to perform the movement on your toes, you may modify to performing the movement from your knees, but make sure to keep a nice straight line between your knees, hips and shoulders.

# PISTOLS

## ONE-LEGGED SQUATS

SKILL LEVEL: 3  
SPACE NEEDED: 3

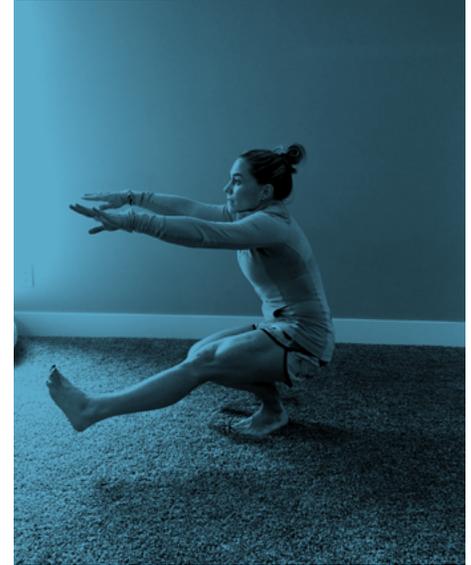
Start out by doing 5 sets of 4 pistols (2 each side) throughout the day. Slowly increase the amount of pistols you are doing weekly.



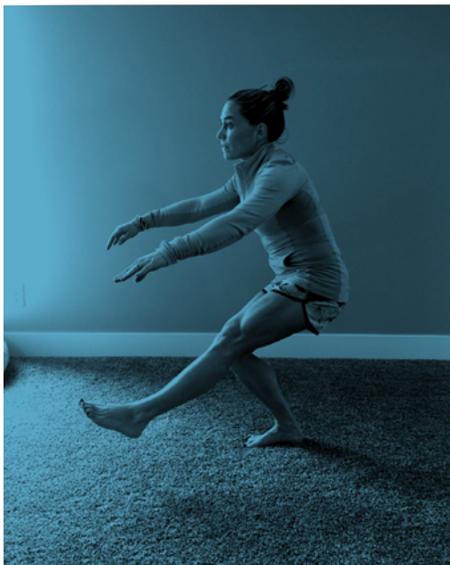
Start standing on your right leg with your left leg raised in the air in front of you.



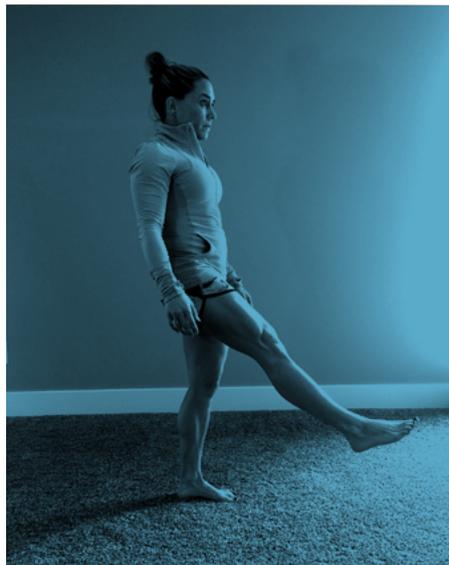
Squeeze your abdominal and muscles and slowly lower yourself down on your right leg while keeping your left leg parallel to the ground (you may want to hold your left toe to assist in keeping your leg parallel).



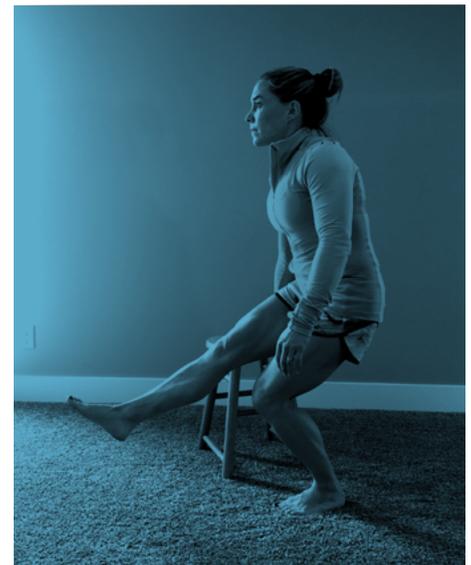
Keeping your heel flat on the ground, bring yourself down to where your hip crease is below the top of your knee.



While keeping your abdominal muscles engaged, squeeze your butt muscles and slowly raise yourself out of the pistol while keeping your left leg off the ground.



Repeat steps 1-3 with your right leg raised off the ground.



If you are unable to maintain your balance throughout the pistol, you may modify by holding onto something (the edge of a desk/cubicle/etc.) while performing the pistol.

*Even with the most hectic of work schedules, you can make a few small changes to better your health at work. By completing the listed exercises, not only will you increase your fitness level, but you will also increase your productivity by increasing the blood flow to your brain multiple times throughout the day. You will be impressed by your increased fitness and your boss will be impressed by your increased productivity.*