

## Easing Back Into Work After Vacation

Let's face it. People often dread returning to the office after a relaxing vacation. The emails, meetings and deadlines are enough to make anyone feel stressed. Here's how to make the transition less painful:

**Book an extra day off.** If you are travelling abroad and returning with jet lag, take an extra day to get set up again at home (buy groceries, do laundry, etc.) and to adjust to your time zone. "Go to bed at your normal bedtime. Don't go to bed at 4 p.m., because then you'll be waking up at 4 a.m.," advises Julia James, a Vancouver-based life coach and author of *The Mini-Retreat Solution*.

**Discourage emails and voice mails.** Leave an email and a voice-mail message stating that you won't be checking messages during your vacation and advising people to follow up with you after you

return, if necessary. "This avoids an accumulation of messages," James says.

**Leave your desk tidy.** Organize your workspace so you won't be overwhelmed by a mess upon your return.

**Adjust your attitude.** You may not be thrilled to get back to the grind, but find something to look forward to on your return, whether it's seeing a colleague you

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like or the chance to tackle an interesting project.

**Stay in vacation mode for a while.** Bring in holiday photos and display them on your desk. "When you look at the photos, they have a relaxing effect, and you feel more energized and can get back to work again," James explains. And if you still find yourself missing your time off, start planning your next vacation. *Deena Waisberg*