

**ACES 2016 Conference: Avoiding Burnout**  
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# **Our Top 10s: Un-mutually exclusive ways to keep the joy in your life**

Becca's Top 10 — Common-sense things focused on YOU.

- 1) Keep your sense of humor.
- 2) Keep your sense of perspective.
- 3) Keep your PMA. Focus on solutions.
- 4) Keep yourself healthy.
- 5) Share what you know.
- 6) Volunteer.
- 7) Take vacation time; if you're sick, take sick time.
- 8) Have outside interests.
- 9) Say "no." Set realistic expectations — and realistic limits.
- 10) Maintain a strong support network — ACES and the people in this room are a great start.

Rick's Top 10 — The basics at work that work.

- 1) It's OK to ask for help. It's OK to say "no."
- 2) Self-evaluations.
- 3) Can't put down overtime? Check into comp time.
- 4) Take your lunch breaks if you're allowed them.
- 5) Have fun — but don't do anything that will affect the computer system or get into your product. Begin Finger Food Friday or small, low-cost potlucks.
- 6) Seek out mentors; be a mentor.
- 7) Give tours at work to the public; have a better appreciation for your workplace by explaining it to young and adult visitors.
- 8) Start or host contests, such as for headlines or design, with a traveling trophy.
- 9) Continuing education — on-the-job training, cross-training. Take college classes.
- 10) Start a group to share wellness ideas while walking 20 minutes one day a week.