

PA ENTERPRISE

DeskDemon's Magazine for Executive PAs, Office Managers and Secretaries

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**How to look
after your
mental health
in the
workplace**

**Want to work from
home? The pros and
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**Government and
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**Better ways to say
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**How to manage your
emotions at work**

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Government and employers failing to tackle sexual harassment at work, say MPs

The Government and employers have been accused of failing to tackle sexual harassment in the workplace.

A major study revealed that unwanted behaviour such as groping, touching and even assault were part of the culture in British industry.

Sexual harassment is “widespread and commonplace”, but legal protection is not always available to workers in practice, said the Women and Equalities Committee.

Ministers were urged to put tackling sexual harassment at the top of the agenda, while employers and regulators were accused of “ignoring” their responsibilities.

The MPs have held a six-month inquiry into the problem, concluding that a new duty is needed for employers to prevent harassment.

“It is shameful that unwanted sexual behaviours such as sexual comments, touching, groping and assault are seen as an everyday occurrence and part of the culture in workplaces,” said the MPs’ report.

“Currently, there is little incentive for employers and regulators to take robust action to tackle and prevent unwanted sexual behaviours in the workplace.

“In contrast, there is considerable focus on

protecting people’s personal data and preventing money laundering, with stringent requirements on employers and businesses to meet their responsibilities in these areas. They should now put the same emphasis on tackling sexual harassment.”

It is shameful that unwanted sexual behaviours... are seen as an everyday occurrence and part of the culture

Women and Equalities Committee

The MPs detailed a number of priorities, including a more active role by regulators, reducing barriers to taking cases to employment tribunals and a statutory code of practice to cover workers, including interns and volunteers.

Maria Miller, who chairs the committee, said: “It is utterly shameful that in 2018, unwanted sexual comments, touching, groping and assault are seen as an everyday occurrence and part

of the culture in many workplaces.

“Government, regulators and employers have been dodging their responsibilities for far too long.

“The effects of sexual harassment can be traumatic and devastating, and this is reinforced by the personal evidence we received.

“The lack of appropriate support for victims within the workplace cannot continue.



“The burden falls unacceptably on the individual to hold harassers and employers to account when they will already hesitate to do so due to fear of victimisation. The current system is inadequate.

“The tribunal system must provide an effective remedy for employees.”

The MPs said the use of so-called non-disclosure agreements (NDA) should not be used to prevent victims from reporting incidents.

The committee heard from Zeldia Perkins, former assistant to disgraced former film mogul Harvey Weinstein, about the NDA agreement she was asked to sign.

The MPs noted that the Government does not collect data on the prevalence of sexual harassment in the workplace, saying the scale of the issue is masked in organisations by the fact that the majority of incidents are never reported to an employer.

The report called for “robust” data to be collected on the extent of sexual harassment in the workplace.

TUC general secretary Frances O’Grady said: “More than half of women in the UK have been sexually harassed at work.

“Sexual harassment has a huge impact on women’s lives and careers, so it’s good to see the select committee recommending tough action.

“The TUC supports making employers responsible for preventing sexual harassment. And it’s good to see the committee recommend long-overdue reforms to the tribunal system so that it works for victims of sexual harassment, and a new code of practice for employers too.”

Young Women’s Trust chief executive Dr Carole Easton OBE said: “Too many young women are facing sexual harassment while trying to carry out their jobs. It is shocking how many employers are aware of this in their own workplace – yet are not taking action.”

A Government Equalities Office spokesman said: “Workplace sexual harassment is against the law.

“Any behaviour that causes people to feel intimidated or humiliated in the workplace is unacceptable, and failure to comply with the law must not be tolerated.

“We will be considering the findings of this report very carefully as we work to stamp out harassment, protect victims and ensure everybody can feel respected and safe at work.”

How to look after your mental health in the workplace

According to CV-Library research, over a third of the nation's professionals admit to suffering from mental health problems. Coupled with an increased awareness of the issue, this is making it more important than ever for people to talk about our mental wellbeing.

This is particularly crucial in the workplace, where almost half of UK professionals confessed that their job is a key contributor to these detrimental feelings. Though at times we might wish we could, sadly we can't just give up work and jet off to a secluded island – it needs to be tackled head on.

Here are eight ways to help you look after your mental health at work and put your wellbeing first.

1. Take a deep breath

It might seem obvious, but never underestimate the benefits of taking a step back and a deep breath! There are a number of recommended breathing exercises, which can help to relieve stress and anxiety. So if you find yourself feeling overwhelmed at work, take five minutes to yourself and take a deep breath. It's amazing how effective this simple technique can be.

2. Go for a walk

Depending on the nature of your work, you might find yourself sitting at a desk all day. This can have a number of negative implications on your health, so we suggest taking a break and going for a walk when you can.

This might be a five to ten minute walk every few hours, or a nice brisk walk on your lunch break. Either way, getting some exercise and fresh air is great for beating stress and clearing your mind.

3. Speak to your manager

There is still a real stigma around talking about your mental health. But if you have a good relationship with your manager, or you feel comfortable enough speaking to them, it can be helpful to talk about what's going on.

Set up a short meeting with them to let them know how you're feeling. It's likely that they'll admire your honesty and want to help you to feel better. They might be able to offer you some advice or find ways to help make your working life easier.

4. Confide in a colleague

If you don't feel confident enough speaking to your manager, you might have a close colleague you can confide in instead. Perhaps send them an email explaining what's going on, or have a chat with them on your lunch break.

It can be extremely freeing just to talk about the problem (or write it down) and they may be able to give you some advice or find ways to make you feel better.

5. Take the day off

If you woke up with a migraine or the flu, you would understandably take the day off work. Yet many still feel it is a taboo to even consider taking a day off to look after your mental health.

A professional in America recently made the news for emailing her team to tell them she was taking some time off to look after her mental wellbeing. However, this is something that more workers need to be doing.

If you're having a bad day, you need to take the time to make yourself feel better. Even if that is just a morning or an afternoon. Coming into work when your mental health is affecting you can make you feel worse, means you'll likely be less

productive and over time could lead to burnout.

6. Ask for flexible working

If you find that the mornings are a particular struggle, or you'd be more focussed when working from home, why not ask your boss for flexible working. This might mean starting and finishing work earlier or having the option to work from home when you need to.

7. Get a better work-life balance

The average UK worker puts in over 13 extra working days a year, with a further two thirds admitting that they often work more than their contracted hours. It's therefore unsurprising that many professionals are suffering from workplace stress or other related mental health issue.

Having a strong work-life balance is extremely important for workers.

If you often find yourself putting in the overtime, it's time for a change! Speak to your manager about your workload or ensure you don't have access to work emails or calls outside of office hours. Enjoying your personal time is vital for relaxing, recharging and returning to work feeling refreshed.

8. Organise your desk

Having a workspace that you're proud of and that helps you to be efficient and productive can work wonders for your mental health. This can also help to reduce stress and make you feel more prepared for the day ahead. De-clutter your desk or draws and perhaps even add a photo or a plant to brighten things up.

Final thoughts

Work can have a huge impact on our mental health, but it's important to take the time to look after your wellbeing. Remember, your health is important, both mentally and physically. So don't be afraid to take time for yourself if you need to!

Natasha Larkin cv-library.co.uk

Want to work from home?

Understand the pros and cons before deciding

Working from home affords you flexibility, but it also demands a lot from you in return.



Imagine – your office chair is your couch. Your commute is the length of your hallway. Your snack drawer is your entire pantry. Think it's a dream? Not always.

Jobs that let you work from home are all the rage these days. According to a 2017 Gallup survey of more than 15,000 working adults, 43% of respondents said they spent at least some time working remotely. Of those surveyed, 31% worked from home four to five days per week, up from 24% in 2012.

"Working from home is more and more of a hot topic because of how tight the marketplace is," says Dawn Fay, senior district president for Robert Half, a recruitment and staffing company. One winning way companies can compete for top

talent is by luring would-be employees and retain existing ones with creature comforts. "Companies will do all sorts of things to entice employees, including offering flexi time and work-from-home options," says Fay. According to a survey by Robert Half, 77% of workers said they'd be more likely to accept a job if it offered the ability to work from home at least some of the time.

Or course, while working from your couch (or bed) sounds great in theory, like everything else, it's important to understand the pros and cons before you start picking out home office furniture. In fact, 81% of workers in the survey admit there are downsides to working remotely.

Here are some of the potential advantages and pitfalls to think about.

Pros

You are truly independent. It's much more than just the allure of getting to work in your pajamas. Working from home means you'll learn to rely on self-motivation, self-discipline, focus, and concentration.

You can get more work done. As long as you're not sneaking off to yoga class and hitting the mall, you can actually be more productive when working from home.

"For starters, the remote worker isn't spending hours commuting," says J.P. Giugliano, partner at talent acquisition firm WinterWyman. When he works remotely, he says it adds three hours of stress-free productivity to his day. Plus, you won't have the occasional annoyances of office life: interruptions, loud co-workers, chatter, et cetera.

You'll become a communications expert. When having a quick meeting in the break room isn't possible, you have to get up to speed on what communication tools are available, says Fay. "From texting, Skyping, emailing, web meetings – out of necessity, you become very savvy in all of those."

Cons

You may forget to clock out. While people might think working from home means doing less, the opposite might be true for diligent employees. "When you don't have that separation of going to and from the office, your workday kind of blurs together into your home life," says Fay.

You can feel out of the loop. You might not realise it until you're not there, but there is a lot of casual collaboration that happens in an office, says Fay. Whether it's picking up on the best practices of your colleagues or having an impromptu brainstorming session over lunch, it's hard to replicate that from home.

You might not have full access to technology platforms. For the most part, cloud technology has made it easier than ever for remote workers to work from anywhere. However, Fay notes that

there are situations in which data security or consumer protection concerns might prevent you from having full access.

Colleagues might accuse you of slacking. When you work from home and can't get to a call or email right away, your colleagues may not give you as much leeway as they might if you were in the office. People might wonder if you're taking it easy rather than pulling your weight. The onus is on the work-from-home individual to be overcommunicating what they're doing and what they're accomplishing.

Tips for working from home

Don't underestimate face time. Go to meetings, events, happy hours, trainings, and other outings as often as you can. It is important to be proactive in finding ways to engage your colleagues.

The next best thing? Pick up the phone to congratulate someone after a job well done, or the completion of a project rather than sending an impersonal email, he adds.

Keep it professional. Even if you don't have a dedicated office, try to set up a workspace and make it off limits to the rest of your household while you're working. There's nothing worse than being on an important work call only to have the doorbell ringing, the dog barking, and the kids screaming in the background, says Fay.

Be responsive. Get in the habit of sending a prompt reply whenever you get an email, even if it's just to say, "Got it," or, "I'll get back to you by noon," says Giugliano. And, do your best to be available for conference calls or other collaborations, even if you don't have strict work hours.

Set specific touchpoints with your team. It's smart to set a time each day/week for regular check-ins with your manager and/or your colleagues, says Fay. That will not only help you stay accountable, but it will also remind your office counterparts that you're still an important part of the team.

Choosing the perfect furniture for your home office

As flexible work and work-life balance become more popular, more and more people find themselves in need of home offices. After all: If you choose to work remotely, you'll need a place to work. There are a few things you must consider when creating a space meant to foster productivity at home.

Are You Sitting Comfortably?

Your chair is the key furniture item in your home office. This is where you'll spend most of your time, so you'll want something comfortable and supportive. It can be tempting to choose a chair based on style alone, but you'll likely regret it. While it may look fantastic on Instagram, it may also make you miserable when you have to work at your desk for long periods of time.

A specially designed ergonomic chair is your best bet. Find one that provides good lumbar support and can be adjusted to suit your needs. A chair that can swivel is also important, as it will give you easier access to all areas of your desk. If your home office is carpeted, make sure you pick a chair set on wheels designed for carpet.



Do you need to have all your documents within easy reach? A desk with ample space for an organiser or two will suit you best. If you like a sleek, clutter-free workspace, invest in a desk with enough storage space to keep your documents and other supplies out of sight but within reach.

Picking the Perfect Desk

First, think about the size of your room. A small desk can get lost in a large home office — not to mention the fact that it may make you feel cramped while you work. Alternatively, a desk that is too large for the room can be imposing, throwing off the whole look and feel of your space. What you want, then, is a desk that fits both the room and your work style.

Make Room for Breaks

Everybody needs a break during the day. In fact, studies show workers who take regular breaks are more productive. You'll have an easier time taking these recommended breaks if you create a comfortable breakaway space in your office.

Choose a comfortable chair and a cozy corner to create an escape from your desk. It's best to set



up this escape within your office itself. If you have to venture too far to find it, you may become distracted by other little things around your home – like that pile of dishes that needs doing.

If a full-size sofa doesn't seem quite right for your office, you may want to try a "snuggler." Halfway between a sofa and an armchair, a snuggler is the perfect size for most home offices.

Light and Colour

Once you've decided on your office furniture, you should be thinking about where to place it in the room. You may want to place your desk in front of a window. You'll benefit from the natural lighting and the pleasant view.

Colour is just as important as comfort when creating a workspace that inspires productivity. Colour can affect your mood. Certain colours may make you feel more motivated and productive, while others can bring you down. For example,

blue is said to stimulate the mind, while yellow is said to promote creativity. Ultimately, however, you should choose a colour you like – something that makes you want to spend productive time in your office.

Make It Yours

Your home office is your space to work – so it should be set up to work for you. You know best what kind of environment encourages and motivates you, so make the space yours by adding personal touches. If you love being surrounded by plants, add greenery. If orange is your favorite colour, add some orange accessories.

Ultimately, the space is yours. The best home office is one you enjoy.

*Article by Victoria Chase
recruiter.com*

Managing your emotions at work

Controlling your feelings... before they control you

We've all been in one of "those" situations before. You know... when your favorite project is cancelled after weeks of hard work; when a customer snaps at you unfairly; when your best friend (and co-worker) is laid off suddenly; or your boss assigns you more work when you're already overloaded.

In your personal life, your reaction to stressful situations like these might be to start shouting, or to go hide in a corner and feel sorry for yourself for a while. But at work, these types of behavior could seriously harm your professional reputation, as well as your productivity.

Stressful situations are all too common in a workplace that's facing budget cuts, staff layoffs, and department changes. It may become harder and harder to manage your emotions under these circumstances, but it's even more important for you to do so. After all, if management is forced into making more layoffs, they may choose to keep those who can handle their emotions, and work well under pressure. As the above quote shows, no matter what the situation is, you're always free to choose how you react to it.

So, how can you become better at handling your emotions, and "choosing" your reactions to bad situations? In this article, we look at the most common negative emotions experienced in the workplace – and how you can manage them productively.

Why are we focusing only on negative emotions? Well, most people don't need strategies for

managing their positive emotions. After all, feelings of joy, excitement, compassion, or optimism usually don't affect others in a negative way. As long as you share positive emotions constructively and professionally, they're great to have in the workplace!

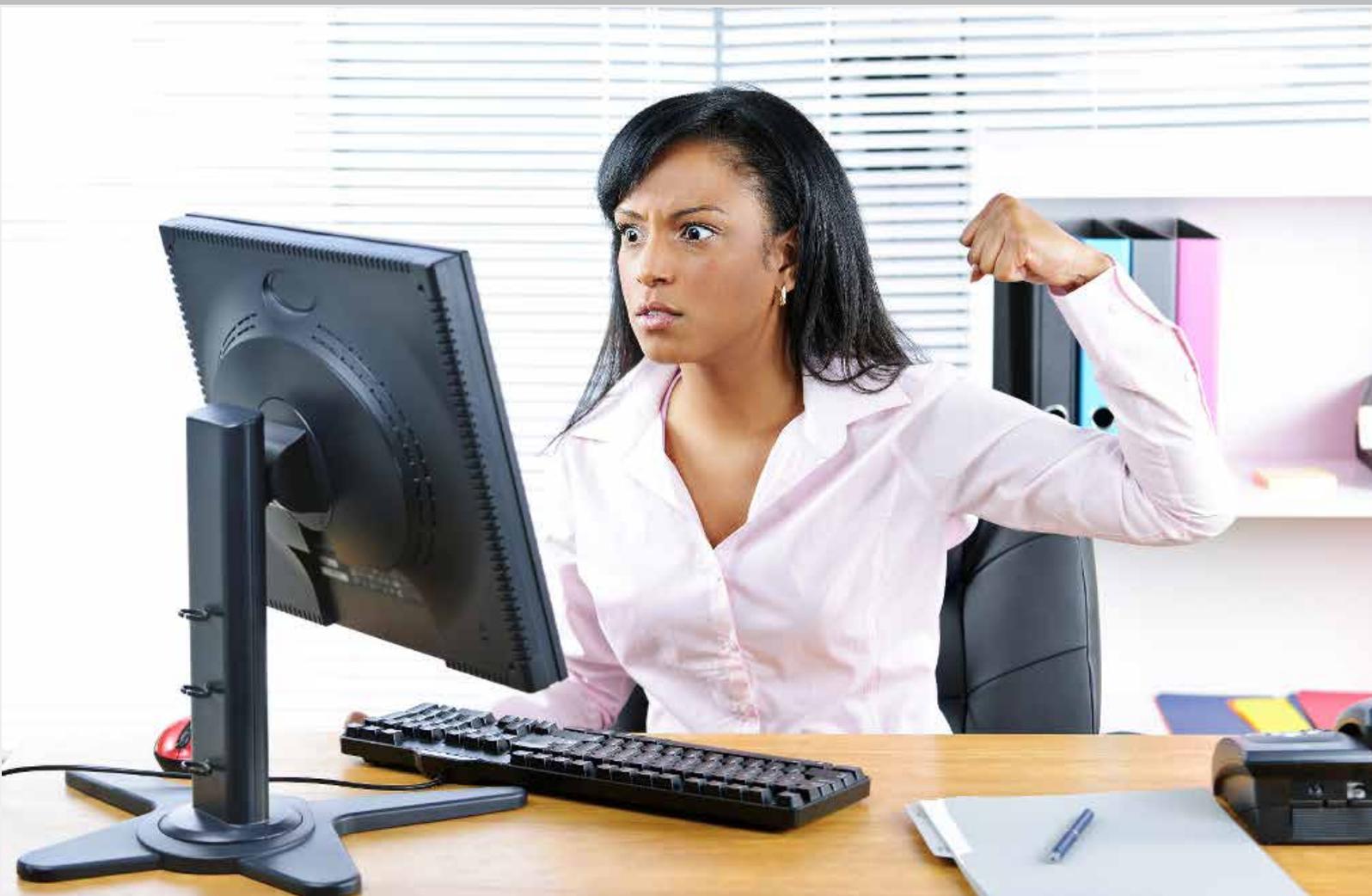
Common Negative Emotions at Work

In 1997, Bond University professor of management Cynthia Fisher conducted a study called "Emotions at Work: What Do People Feel, and How Should We Measure It?"

According to Fisher's research, the most common negative emotions experienced in the workplace are as follows:

- **Frustration/irritation.**
- **Worry/nervousness.**
- **Anger/aggravation.**
- **Dislike.**
- **Disappointment/unhappiness.**

Here are different strategies you can use to help you deal with each of these negative emotions.



Frustration/Irritation

Frustration usually occurs when you feel stuck or trapped, or unable to move forward in some way. It could be caused by a colleague blocking your favorite project, a boss who is too disorganized to get to your meeting on time, or simply being on hold on the phone for a long time.

Whatever the reason, it's important to deal with feelings of frustration quickly, because they can easily lead to more negative emotions, such as anger.

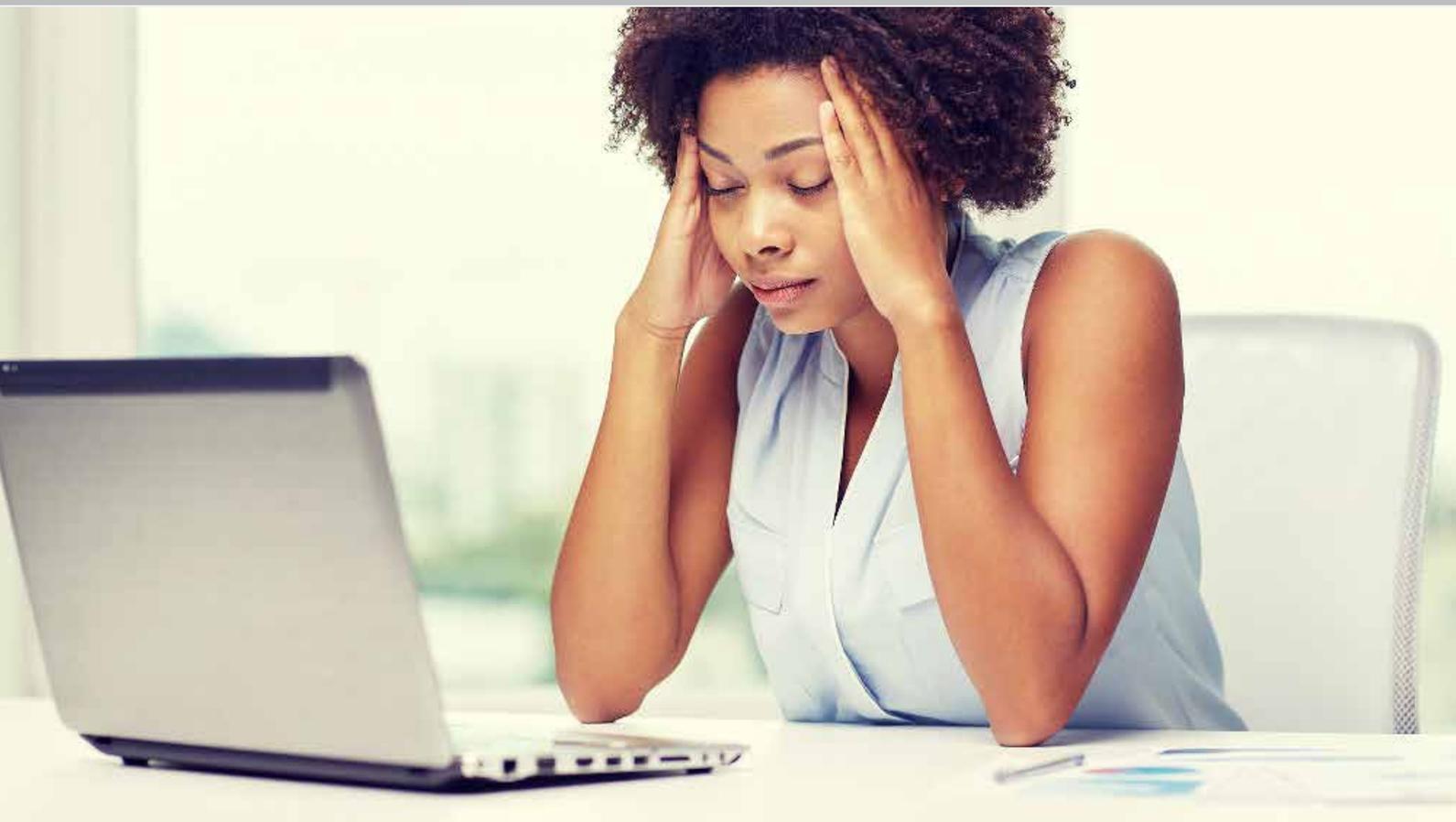
Here are some suggestions for dealing with frustration:

- Stop and evaluate – One of the best things you can do is mentally stop yourself, and look at the situation. Ask yourself why you feel frustrated. Write it down, and be specific. Then think of one positive thing about your current situation. For instance, if your boss is late for your

meeting, then you have more time to prepare. Or, you could use this time to relax a little.

- Find something positive about the situation – Thinking about a positive aspect of your situation often makes you look at things in a different way. This small change in your thinking can improve your mood. When it's people who are causing your frustration, they're probably not doing it deliberately to annoy you. And if it's a thing that's bothering you – well, it's certainly not personal! Don't get mad, just move on.
- Remember the last time you felt frustrated – The last time you were frustrated about something, the situation probably worked out just fine after a while, right? Your feelings of frustration or irritation probably didn't do much to solve the problem then, which means they're not doing anything for you right now.

Continued ►



Worry/Nervousness

With all the fear and anxiety that comes with increasing numbers of layoffs, it's no wonder that many people worry about their jobs. But this worry can easily get out of control, if you allow it, and this can impact not only your mental health, but also your productivity, and your willingness to take risks at work.

Try these tips to deal with worrying:

- Don't surround yourself with worry and anxiety – For example, if co-workers gather in the break room to gossip and talk about job cuts, then don't go there and worry with everyone else. Worrying tends to lead to more worrying, and that isn't good for anyone.
- Try deep-breathing exercises – This helps slow your breathing and your heart rate. Breathe in slowly for five seconds, then breathe out slowly for five seconds. Focus on your breathing, and nothing else. Do this at least five times.
- Focus on how to improve the situation – If you fear being laid off, and you sit there and worry,

that probably won't help you keep your job. Instead, why not brainstorm ways to bring in more business, and show how valuable you are to the company?

- Write down your worries in a worry log – If you find that worries are churning around inside your mind, write them down in a notebook or "worry log," and then schedule a time to deal with them. Before that time, you can forget about these worries, knowing that you'll deal with them. When it comes to the time you've scheduled, conduct a proper risk analysis around these things, and take whatever actions are necessary to mitigate any risks.

Anger/Aggravation

Out-of-control anger is perhaps the most destructive emotion that people experience in the workplace. It's also the emotion that most of us don't handle very well. If you have trouble managing your temper at work, then learning to control it is one of the best things you can do if you want to keep your job.

Try these suggestions to control your anger:

- Watch for early signs of anger – Only you know the danger signs when anger is building, so learn to recognize them when they begin. Stopping your anger early is key. Remember, you can choose how you react in a situation. Just because your first instinct is to become angry doesn't mean it's the correct response.
- If you start to get angry, stop what you're doing – Close your eyes, and practice the deep-breathing exercise we described earlier. This interrupts your angry thoughts, and it helps put you back on a more positive path.
- Picture yourself when you're angry – If you imagine how you look and behave while you're angry, it gives you some perspective on the situation. For instance, if you're about to shout at your co-worker, imagine how you would look. Is your face red? Are you waving your arms around? Would you want to work with someone like that? Probably not.

Dislike

We've probably all had to work with someone we don't like. But it's important to be professional, no matter what.

Here are some ideas for working with people you dislike:

- Be respectful – If you have to work with someone you don't get along with, then it's time to set aside your pride and ego. Treat the person with courtesy and respect, as you would treat anyone else. Just because this person behaves in an unprofessional manner, that doesn't mean you should as well.
- Be assertive – If the other person is rude and unprofessional, then firmly explain that you refuse to be treated that way, and calmly leave the situation. Remember, set the example.

Disappointment/Unhappiness

Dealing with disappointment or unhappiness at work can be difficult. Of all the emotions you

might feel at work, these are the most likely to impact your productivity. If you've just suffered a major disappointment, your energy will probably be low, you might be afraid to take another risk, and all of that may hold you back from achieving.

Here are some proactive steps you can take to cope with disappointment and unhappiness:

- Look at your mindset – Take a moment to realize that things won't always go your way. If they did, life would be a straight road instead of one with hills and valleys, ups and downs, right? And it's the hills and valleys that often make life so interesting.
- Adjust your goal – If you're disappointed that you didn't reach a goal, that doesn't mean the goal is no longer reachable. Keep the goal, but make a small change – for example, delay the deadline.
- Record your thoughts – Write down exactly what is making you unhappy. Is it a co-worker? Is it your job? Do you have too much to do? Once you identify the problem, start brainstorming ways to solve it or work around it. Remember, you always have the power to change your situation.
- Smile! – Strange as it may sound, forcing a smile – or even a grimace – onto your face can often make you feel happy (this is one of the strange ways in which we humans are "wired.") Try it – you may be surprised!

Key Points

We all have to deal with negative emotions at work sometimes, and learning how to cope with these feelings is now more important than ever.

Know what causes your negative emotions, and which types of feelings you face most often. When those emotions begin to appear, immediately start your strategy to interrupt the cycle. The longer you wait, the harder it will be to pull yourself away from negative thinking.

Article by www.mindtools.com

3 better ways to say “It’s actually not my fault”

Your boss makes a seemingly innocent stop at your desk, but it’s not long before he’s pointing out something that recently went wrong – and he’s placing all of the blame on you.

You’re nodding along and pretending to absorb everything he’s telling you. But, all the while, there’s only one response that’s echoing throughout your brain: IT’S NOT MY FAULT!

Perhaps it was actually your colleague that dropped the ball and now you’re the one shouldering the burden. Or, maybe there’s a legitimate reason that you did things that way and your manager just isn’t in the loop on your decision-making process.

Either way, you’re itching to put an end to the finger-pointing and let your boss know that you don’t deserve the brunt of this blame game – and, ideally, you’d like to do so in a way that doesn’t sound like you’re absolving yourself of all accountability.

Sound impossible? It’s not. These three different phrases can help.

1. “I wasn’t aware of that”

When to Use It: In situations in which you were the one who actually made the mistake, but you only did so because you didn’t have all of the information you needed.

Why it Works: You don’t know what you don’t know, and sometimes you need to act with limited information at work.

Of course, your best bet is always to ask clarifying questions when you’re unsure. But, if you’re in a situation where you had no choice but to charge

ahead anyway and now are being reprimanded, there’s nothing wrong with cluing your boss in on the fact that you were lacking that crucial knowledge beforehand.

For example, perhaps you did create that report in Google Docs – but you’re new and nobody has ever told you that your company prefers Word. Did you commit the error? Sure. However, you did so due to a lack of clear instruction and not because you’re sloppy and careless.

Want to make this phrase even better? Tack on something like, “Thanks for enlightening me – I’ll definitely keep that in mind for next time.”

2. “I did it that way because…”

When to Use it: When the person blaming you is missing out on some crucial context.

Why it Works: This is the the opposite of that past scenario. You’re being told that you did something incorrectly, despite the fact that there’s logical justification behind why you did it that way.

This is your chance to explain your thought process to whoever is pointing their finger and share that it wasn’t actually a mistake but a conscious decision.

Maybe you had to stray from your company’s normal way of doing things because of strict time limitations or a specific request that the client made.



If something like that inspired your perceived blunder, it's worth explaining that so that you can make it clear that there's really no fault to be assigned here—it was actually the best way to handle things in that particular situation.

3. "I think there's some confusion about this – can we talk about it in a team meeting?"

When to Use it: In situations where you're being blamed for something that your colleague actually screwed up.

Why it Works: Without a doubt, this is the trickiest situation to handle. You want to make it clear that you had nothing to do with that mix-up—but, at the same time, you don't want to throw your own co-worker under the bus.

While this question might seem a little passive aggressive, it can actually be an effective way to transition this from a supposed solo mistake to something that applies to your whole department.

If your boss begins scolding you or pointing out your misstep in that group meeting? You can hope that the team member who's actually responsible will step up and take accountability.

But, if not, you can at least rest assured that the correction will get passed along to the person who actually needed it.

Being blamed for something when you don't deserve it is frustrating. You don't want to be looked at as the culprit, but at the same time you don't want to seem like a tattletale who's passing the buck.

If the situation is truly minor, sometimes it's better to rely on a simple, "I'm sorry" or "It won't happen again," as opposed to offering an

explanation. After all, is it really worth that added effort to clear your name as the offender who didn't fill the printer paper tray? Probably not.

However, in circumstances where you really need to provide an explanation, using the above three phrases can help you maintain your reputation – without sounding whiny.

By Kat Boogaard www.themuse.com

The average person checks their phone 200 times a day

Need a digital detox? Holidaycottages.co.uk reveals how (and where) to take time off from your tech.

Holidaycottages.co.uk has explored the most relaxing places to let go of your digital devices and enjoy the great outdoors.

- **Holidaycottages.co.uk has conducted a survey to learn about the role technology plays in the lives of people across the UK.**
- **Phones, computers and tablets are increasingly taking over our lives, with the average person checking their phone 200 times a day and over 25% of respondents doing so every 10-30 minutes.**
- **People aged 25-44 spend the most time on their phones.**
- **Holidaycottages.co.uk's new interactive guide details the process of digitally detoxing, sharing with readers how, why and where to do this.**

In our busy 21st century lives, we use digital technology for nearly everything we do. Texting, emailing and tweeting on the move have become the daily norm for most of us, and recent studies suggest this is having a damaging effect on our health and wellbeing.

As evidenced by research from travel experts holidaycottages.co.uk however, a new trend is emerging involving digital detoxing: switching off technology and enjoying a break from the

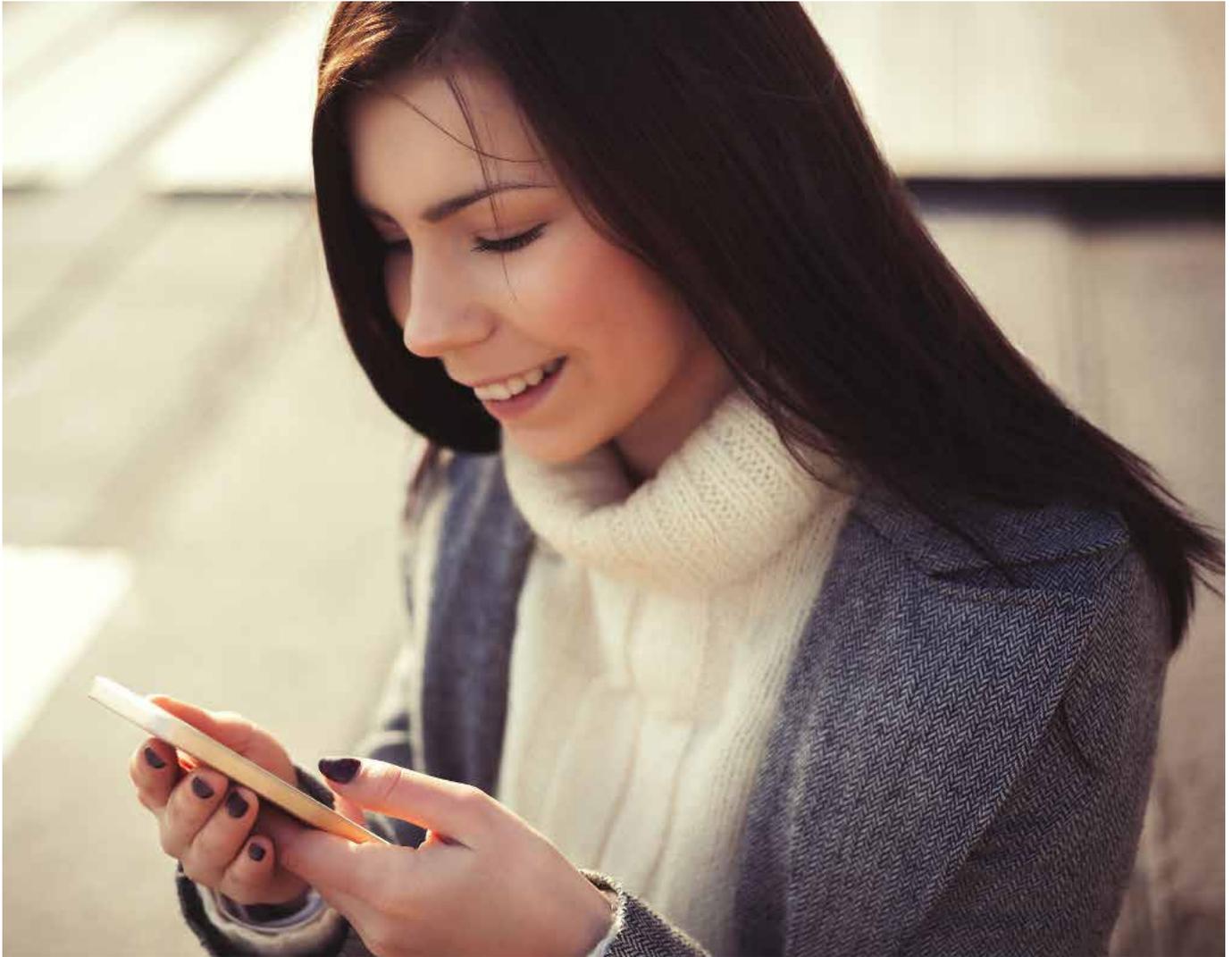
digital world. Holidaycottages.co.uk's survey results show that people are aware of their overconsumption and would like to cut down, with a large majority (72%) saying they would like to do a digital detox.

People from the North East of England are the most enthusiastic about doing a digital detox, along with 25-34 year-olds from around the country, which is interesting given that they are also the biggest phone users. This means that the largest demographic of phone users could soon become the biggest group of digital detoxers!

Here are the top three places where people would like to take part in a digital detox, according to this survey:

- 1. The beach - complete with fresh air and vitamin D, the beach is the ideal location for anyone looking to relax and unwind.**
- 2. The mountains - If you're feeling stressed, a mountain hike is just what the doctor ordered!**
- 3. The secluded countryside - being completely cut off and in the countryside means you can leave stress behind and focus your mind on nature.**

Holidaycottages.co.uk has gathered information from experts on the topic of digitally detoxing



- from psychologists to life coaches to bloggers who spend their lives online, and have shared some great ideas on what to do whilst digitally detoxing in a brand new interactive guide. This piece is sure to inspire readers to consider taking their own break from technology.

James Morris, CEO of holidaycottages.co.uk, says: "With the growing presence of phones, Wi-Fi and technology taking over our everyday lives, it's become more difficult than ever to escape from the world. But sometimes we need to take some time out for ourselves and enjoy the moment without any interference, and taking a digital detox is a great way to do this.

"The stats really opened our eyes to how much we rely on technology and how going without it makes us feel. With our guide, we hope to help

people switch off for a while, relax and simply enjoy what's going on in front of them."

