



live well, work well

June 2011

Brought to you by: Holmes Murphy & Associates

Home Safety Month

June is Home Safety Month and it's the perfect time for you to make sure your home is as safe as possible for you and your family. The Home Safety Council provides the following tips to help you avoid various hazards in your home:

- Put a non-slip mat in your shower.
 - Keep stairs clear of clutter and ensure proper lighting at the top and bottom. Use safety gates if you have young children.
 - Make sure you have sturdy handrails on all stairs (indoors and outdoors).
 - Wipe up spills when they happen.
 - Keep the Poison Control phone number (1-800-222-1222) by each telephone and programmed into your cell phone.
 - Install smoke and carbon monoxide detectors and regularly check the batteries.
 - Read labels of all products you use in your home. Any that say "caution," "warning" or something similar should be stored away from children, either locked up or on a high shelf.
 - Keep all medications out of reach of children. Make sure they are not in purses, pockets or drawers where children could easily access.
- Keep original label on all medication and cleaning supplies.
 - Always stay by the stove or grill when cooking.
 - Keep grills at least 10 feet away from your house, garage and any trees or bushes. Keep children and pets away.
 - Only light candles when an adult is in the room, and never leave candles burning unattended.
 - Have a fire escape plan and hold a fire drill with your family. Make sure all adults in the house know how and when to use a fire extinguisher.
 - If you have a pool or hot tub, install a fence around it.
 - Always watch children carefully when in the bathtub or pool, even small, child-sized pools.



Easy Calorie Burning

Looking for an easy way to increase the number of calories you burn each day? Try tapping your foot or twiddling your thumbs! Research shows that people who consistently fidget while sitting burn more calories than those who sit still.

Other ways to boost calorie burning while at your desk or on the couch include:

- Standing up while talking on the phone
- Focusing on maintaining good posture
- Bouncing your leg or tapping your fingers
- Doing neck, arm or leg stretches

DID YOU KNOW?

A study conducted by Dr. James A. Levine, a researcher at Mayo Clinic, revealed that people who do more fidgeting and gesturing can burn as many as 350 extra calories per day. This would add up to 36 pounds lost in one year (assuming consistent food intake).





Email Precautions You Need to Know



Did you know that emails sent at work could be grounds for termination or create legal problems? It is essential you take precautions when using email, to protect your job and company.

- Avoid jokes and sarcasm in an email. You may unintentionally offend someone or a recipient may misread your tone. Instead, be professional and clear.
- Remember that emails are permanent and you do not own

your email - your company does. Do not send anything in an email that is inappropriate. The company may monitor your email and may use it as grounds for discipline, if appropriate.

- Always proofread your email and double check recipients and attachments before sending.
- Use care when using "Reply All." Do all of the recipients need the information you are sending? Should all recipients be privy to the information?
- Consider using the phone or face-to-face conversations for sensitive or complex information.
- Do not send an email in anger. Give yourself time to cool down from the situation. You cannot "unsubscribe" an email!

Healthy Eating on a Budget

Grocery shopping on a budget can be difficult – especially when trying to make healthy choices. Sometimes it can seem easier and less expensive to buy a cheap, processed meal (or swing through your local drive-through) than to plan a healthy, quality meal. But with these tips, you can balance health and budget.

- Set aside time to clip coupons and plan weekly meals and snacks. This allows you to take advantage of items on sale and make the most of what you buy so nothing goes to waste.
- Always have a list when you grocery shop and don't go when you're hungry!
- Buy nonperishable items in bulk (especially when they're on sale) and buy generic. This can add up to a lot of savings.
- Cook larger portions of healthy dinners and freeze the leftovers for another day.
- Experiment with marinades and spices to add variety to easy, inexpensive dishes like chicken, potatoes, soup, pasta or rice.
- Make it a priority to keep fresh fruits and vegetables in the house and incorporate them into your meals.



Baked Spicy Cod



Serve this tasty entrée with brown rice and vegetables for an easy, balanced meal. Makes 4 servings (140 calories each).

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| 1 lb. cod fillets | 1/8 tsp. ground oregano |
| 1/4 tsp. paprika | 1/8 tsp. ground thyme |
| 1/4 tsp. garlic powder | 1 tsp. lemon juice |
| 1/4 tsp. onion powder | 1 1/2 tsp. melted margarine |
| 1/8 tsp. pepper | |

Preheat oven to 350 degrees F. Separate fish into four fillets or pieces. Place fish in ungreased, 13x9x2-inch baking pan. Combine paprika, garlic and onion powder, pepper, oregano and thyme in a small bowl. Sprinkle lemon juice and seasoning mixture evenly over fish. Drizzle margarine evenly over fish. Bake 20-25 minutes (until fish flakes easily with fork).

Source: www.nutrition.gov.