Digital health

- how to find a 'digital balance'

A toolkit to use in your organisation

Sovereign Health Care

www.sovereignresourcehub.co.uk

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Let'sGet Healthy

activate employee performance

Introduction

Living in a digital world can be a real challenge. On the one hand we can communicate instantly with our friends and see what's happening in the world in real time.

On the other hand we can become addicted to the instant gratification we receive by a 'like' on something we have posted online. This can sometimes make us feel inadequate, compared to the perfect lives we see through the lens of social media.

What is the aim of the toolkit?

This toolkit is designed to help you and your colleagues gain a greater understanding around maintaining a healthy digital balance and what to do if you feel you're spending too much time online.

There are activities to complete with three supporting handouts, and an 8 minute podcast to listen to on the Sovereign Resource Hub website to help bring them to life. We have also provided some useful links to further resources and support.

The toolkit can be used in different ways, including:

- As a discussion document, helping you to share the activities and tips with your employees. Activities can be explained and encouragement given to give them a try.

- As a short workshop, where you choose one or two of the activities that you think your employees will enjoy and give handouts for them to take home and try in their own time.

Why not try introducing the activities to individuals in 1:1s or a coaching session, or to a group of people in team meetings or briefings?

Did you know?

Digital usage and dependency is more common than you may think.

43% (2 out of 5) of UK adults believe they spend too much time online. (1)

35% of young people interviewed admitted to feeling lonely most of the time despite spending at least 3 hours per day on social media. (2)

If you need help and support - click here to visit the support page in this toolkit.

TOP TIPS

Don't forget there is also a **poster** on the **Sovereign Resource Hub** for you to print and display in your workplace.

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Activity - A little bit of maths

How many hours do you spend online each week?

168

- Over a week, track how many hours you are spending online – gaming, interacting on social media, researching and even shopping.

- Use the table below to note down how many hours a day you spend online.

- Various devices can help you with this as most track usage by category.

DAY	1	2	3	4	5	6	7
Write the number of hours under each day							

- Now calculate as a percentage of the number '168' (this is the number of hours in a week):

Write your total hours online:	
Divided this number by 168, multiplied by 100.	%

- The figure you have is the percentage of each week you spend online.

TOP TIPS

Take a look at the **'Staying physical in a digital world'** activities on the Sovereign Resource Hub for some top tips!

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Handout 2 - Colouring pens at the ready

Shut off distractions and the noise around you, and give your mind the gift of focusing on the present moment.

Every Moment Matters

TOP TIPS

Take a look at the **'Staying physical in a digital world'** activities on the Sovereign Resource Hub for some top tips!

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Handout 3 - SWAP

Time is precious so why not 'SWAP' some of your digital behaviours to help achieve a healthier balance and more time for you!

S

Set times

Schedule downtime when you don't use your devices and also time when you can use them. Dedicated device time encourages positive, conscious behaviour, rather than negative habitual use.

W

Walk away

If you find that certain social media sites or groups make you feel anxious, worried, frustrated or angry, then walk away from them. Better still ask yourself if you would be better without these and delete them altogether.

A

Alerts off

Turn off notifications and alerts especially when you are focussing on key tasks. This can help you to be more productive and help break the habit of reaching for your device when it sounds. Remember, it's ok to unfollow or unsubscribe!

P
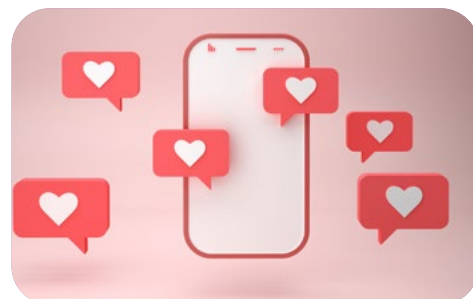
Phone free space

Put your phone somewhere that doesn't allow you to simply pick it up as and when you like. A key rule could be to keep it out of your bedroom.

TOP TIPS
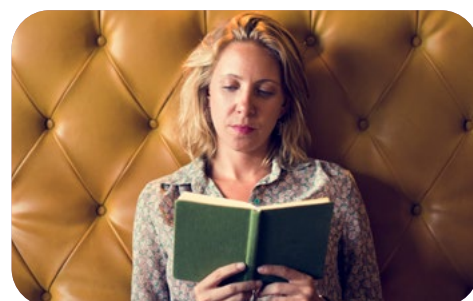
Why not plan activities to help you 'SWAP'? You could meet up with a friend, read a book or do something creative (try the colouring exercise!).

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Helpful links and resources

Many of the websites have downloadable fact sheets and take-away information which support the use of this toolkit. The links are also available on the Sovereign Resource Hub.

The following links provide help and support to find a better digital balance:

Addiction support

https://www.nhs.uk/live-well/addiction-support/addiction-what-is-it

https://www.mind.org.uk/information-support/guides-to-support-and-services/addiction-and-dependency/addiction-and-dependency-resources

Social media addiction

https://www.ukat.co.uk/addiction/behavioural/social-media

Internet addiction

https://www.ukat.co.uk/addiction/behavioural/internet

25 tips on digital distractions

https://www.teachthought.com/technology/25-tips-to-deal-with-digital-distractions

How to beat tech neck

https://www.everydayhealth.com/wellness/how-to-beat-tech-neck-and-why-its-so-bad-for-your-health

Technology addition

https://www.nightingalehospital.co.uk/technology-addiction

TOP TIPS

Don't forget to visit the **Sovereign Resource Hub** for more health and wellbeing topics!

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