

# HEALTHY HABITS GUIDE



27 habits, based around the ***Principles Behind Great Health.***

Why not print them off and stick to something you look at every morning, until the habit has been formed.

Feel free to send these healthy habits to friends and colleagues, but no copying, altering or commercial use of any sort, without written permission from [www.healthsalesexec.com](http://www.healthsalesexec.com) first please!

PRINCIPLES	HEALTHY HABIT	NOTES	BENEFITS
<p style="text-align: center;"><b><u>Correct Breathing</u></b></p> 	<p style="text-align: center;">Take 5 minutes out, 3 times per day... to BREATHE!</p>	<p>Without oxygen <b>we're dead in less than 3 minutes</b> (except Michael Phelps), it's essential for all bodily functions to work properly. Sit up straight right now:</p> <ol style="list-style-type: none"> <li>1. inhale (through the nose) for 5 seconds</li> <li>2. hold for 20 seconds</li> <li>3. exhale (through the mouth) for 15 seconds</li> </ol> <p><small>*if you can't manage these times, you're out of shape - click <a href="#">here</a></small></p>	<p style="text-align: center;">Delivers a rush of oxygen throughout the entire body, expelling excess carbon dioxide, leaving us more cleaner, energised and more focussed.</p>
	<p style="text-align: center;">Practice breathing from the BELLY!</p>	<p>Oxygen is essential (we start to die within a few minutes without it) and is best obtained via breathing <b>from the stomach</b> - not the chest. Sitting or lying down, rest one hand on your belly and try to raise it whilst breathing in. Hold for a few seconds. Now try to lower it when breathing out.</p>	<p style="text-align: center;">Improves overall circulation of oxygen around the body, improving cell function and repair. Also helps with stress and anxiety.</p>
	<p style="text-align: center;">Take the STAIRS by default!</p>	<p>Sounds simplistic and a little boring, but this is a <b>great habit</b> to form whenever faced with stairs or a lift/escalator: hotels, the underground, apartments etc. Double the benefits by breaking into a run.</p>	<p style="text-align: center;">A sudden jolt of activity forces the lungs into action, sending fresh oxygen around the body and spiking energy levels. Bonus: helps sculpt calves, quads and glutes.</p>

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<p style="text-align: center;"><b><u>Staying Hydrated</u></b></p> 	<p>Take a small bottle of WATER with you when leaving the house!</p>	<p>As a rough guide, we should be drinking the equivalent of 3 x 750 ml bottles of water <b>every day</b> - more if exercising.</p>	<p>Ensures continual and gradual intake of water throughout the day (keeping us fully hydrated), benefiting from higher energy and concentration levels.</p>
	<p>Buy LEMONS!</p>	<p>Upon waking in the morning (M-F), squeeze <b>fresh juice</b> from half a lemon into a glass. Mix with half hot water (kettle) and half cold (water filter) to make luke-warm. Drink slowly before breakfast.</p>	<p>Helps cleanse the kidneys, liver and digestive tract (colon), following the natural detoxification process that takes place during the night whilst we sleep.</p>
	<p>Buy LIMES!</p>	<p>Squeeze a chunk of lime into glasses of filtered water - take this as an alternative to <b>liver-rotting fizzy drinks</b> (you'll wonder why you've never done this before).</p>	<p>The water helps to keep us hydrated and the lime juice increases it's alkalinity, as well as improves the taste.</p>

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<p style="text-align: center;"><u>Use of Quality Fuels</u></p> 	<p>Don't boil your VEGGIES to death!</p>	<p>Cooking veggies in a pan of boiling water, for too long, massively reduced their <b>nutrient content</b> (that's what colours the water and is poured down the sink). Try boiling for just a few minutes so veggies are crunchy. Better still - steam them.</p>	<p>Retains more nutrients, which are used for cell growth and repair, and keeps the natural taste and flavour.</p>
	<p>OIL your joints!</p>	<p>Add <b>good oils</b> (Omega 3/6/9, sunflower, pumpkin, avocado, sesame, extra virgin etc.) to salads, veggies and other dishes / dressings.</p>	<p>These essential fats help protect our joints as well as provide fuel (better than sugar) for consistently high energy levels.</p>
	<p>Drink one JUICE and one SMOOTHIE everyday!</p>	<p>Preferably <b>make them fresh</b> at home: a Juice in the morning and a Smoothie in the afternoon. If not practical, buy the non-concentrate variety from a juice bar or quality food outlet.</p>	<p>Easy way to get the minimum recommended daily intake of fruits and veggies. Plus, makes a tasty and filling snack, keeping hunger at bay and energy naturally high.</p>

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<p style="text-align: center;"><u>Exercising Regularly</u></p> 	<p style="text-align: center;">Schedule exercise sessions in <b>ADVANCE!</b></p>	<p>During the weekly planning session (see Focus and Productivity), <b>plan</b> exercise sessions at the beginning of the week. Also, <b>anticipate</b> potential issues / conflicts and leverage other items (listening to iPods, catching up with friends etc.),</p>	<p style="text-align: center;">Significantly increased likelihood of following through and enables lots of flexibility in diary to move things around.</p>
	<p style="text-align: center;">Exercise <b>FIRST THING</b> in the morning</p>	<p>Wake up an hour early at least three times per week, and do something that gets you <b>hot and sweaty</b> for 30-40 minutes: swimming, running, cycling, shadow boxing, circuits, fast walking, skipping, rebounding, tennis, squash, and yes... even sex:)</p>	<p style="text-align: center;">Activity first thing in the morning kicks starts the metabolism, burning fat throughout the day. Also puts a tick in the exercise box so we can get on with the day.</p>
	<p style="text-align: center;">Pack gym / exercise kit the <b>NIGHT BEFORE!</b></p>	<p style="text-align: center;">Feels a bit like being back at school, but is an <b>easy</b> habit to form.</p>	<p style="text-align: center;">Significantly increases the likelihood of actually following through on the planned exercise (early morning sessions are best).</p>

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<p><b><u>Strengthening Core</u></b></p> 	<p>Stand up STRAIGHT!</p>	<p>Most of us <b>slouch</b> for 80% of the day (standing, sitting and walking) and have poor posture even when exercising. This puts a huge strain on the lower back and weakens stomach muscles.</p>	<p>Relieves pressure from the lower back (no more pain), improves muscle tone around the stomach and makes us look taller. Also, improves oxygen circulation and improves physiology - increasing energy levels.</p>
	<p>STRETCH!</p>	<p>Break up long periods of inactivity: sat at desk, sitting in the car or on a train, watching TV etc. with some stretching. Check out Google for a 5 minutes gentle <b>stretch routine</b>, involving the main muscle groups.</p>	<p>Increases flexibility and range of movement, thereby improving posture and reducing the chances of injury or strain.</p>
	<p>Use a <u>SWISS-BALL!</u></p>	<p>Our inner-core holds us together - there's not much point in trying to build external muscles on top of <b>weak foundations</b>. Use a swiss-ball at the gym, or buy one for home, as part of an exercise program.</p>	<p>Builds a super strong core, which becomes very visible with a lean physique, and helps protect us again back pain and injury.</p>

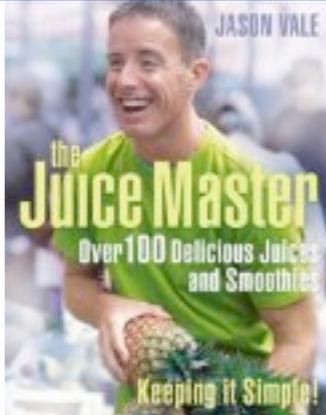
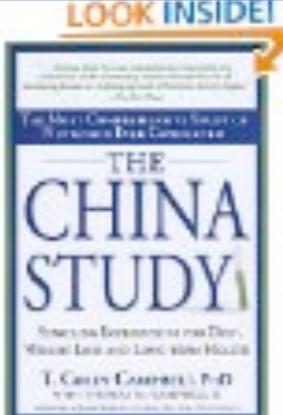
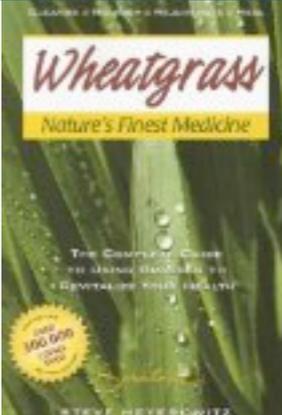
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<p style="text-align: center;"><b><u>Resting &amp; Relaxing</u></b></p> 	<p>Book a DEEP TISSUE massage once every other month!</p>	<p>As part of a maintenance plan, set a reminder to book a session (most gyms can provide them, even if not a member). Ask them to spend a little extra time on the <b>rhomboids</b> and <b>lower back</b> - this helps combat strains from using a computer and sitting down a lot.</p>	<p>Loosens muscle tension (knots), alleviates stiffness, and increases flexibility and circulation.</p>
	<p>Book up a WEEKEND AWAY every quarter!</p>	<p>It's easy to let the months fly by and get immersed into work, so it's important to come up for air and get some <b>perspective</b>. Plan (in advance) to go visit friends / family, book a city break or Spa weekend.</p>	<p>Breaks up too much repetition and gives us something to look forward to. Can also strengthen personal relationships.</p>
	<p>Read FICTION before bed!</p>	<p>Read fact-based / education books during the day and <b>fiction</b> in the evening / before bed.</p>	<p>Helps to 'switch' off the mind from day to day thoughts and induces sleep.</p>

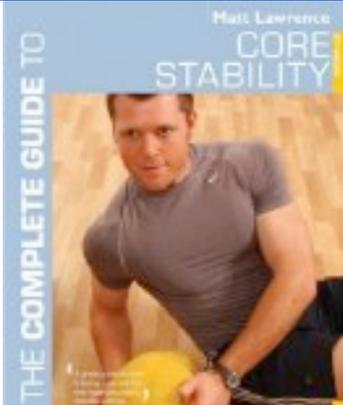
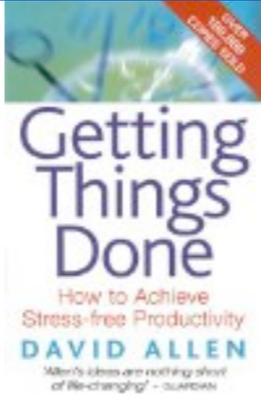
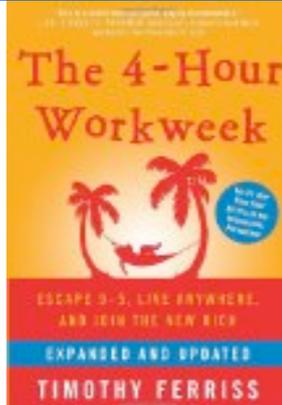
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<p><b><u>Minimum use of Chemicals</u></b></p> 	<p>Buy a <u>WATER FILTER!</u></p>	<p>Tap water needs to be treated with <b>chemicals</b> before it can be distributed by water companies; it travels through a vast network of pipes, some dating back to the Victorian times, so picks up many <b>contaminants</b> before arriving at your taps.</p>	<p>Significantly reduces our exposure to water purification chemicals and stray contaminants (Google the risks that these pose on human health).</p>
	<p>SCRUB all veggies!</p>	<p>Most non-organic varieties are covered in stuff we don't need. Use a vegetable brush, available in most health stores, to <b>scrub</b> fruits and veggies before eating or cooking them (unless peeling).</p>	<p>Helps to remove traces of dirt, herbicides, pesticides, insecticides and fertilisers etc.</p>
	<p>Use a SKIN brush!</p>	<p>Dry <b>buff</b> for a few minutes before jumping in the shower or bath - start at the feet and work up to the neck, using small circles.</p>	<p>Removes dead skin cells and makes us look / feel good.</p>

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<p style="text-align: center;"><b><u>Focus &amp; Productivity</u></b></p> 	<p style="text-align: center;">BATCH things up!</p>	<p>This absolutely includes email. Constantly checking emails (and SMS, IM, Twitter, Facebook) throughout the day kills productivity. Unless part of your job (customer service), batch them up and check <b>maximum 2-3 times per day</b> (8AM, 12PM and 4PM). Immediately delete other people's brain farts i.e. unnecessarily long emails.</p>	<p>Keeps us focused on the results we're working on by preventing unnecessary interruptions. Remember, activities fill what ever time we allocate for them i.e. giving ourselves half a day to clear an inbox or one hour - the latter forces prioritisation.</p>
	<p style="text-align: center;">Spend 5-10 minutes in the morning, <b>PLANNING</b> the day!</p>	<p>Don't write a long To Do list. Instead, use an A3 pad to write down the 3 most important <b>results</b> to achieve during the day - then list out the <b>actions</b>. Leverage and delegate where possible, then tackle them in order of priority.</p>	<p>Most people spend 80% of their working days unproductively. Working towards results keeps us focussed on the 20% of activities that delivers 80% of our desired outcomes.</p>
	<p style="text-align: center;">Spend 5-10 minutes <b>REVIEWING</b> the day!</p>	<p>Use a highlighter pen at the end of the day to mark what actions were completed against <b>key results</b> worked on during that day. Move any uncompleted actions to the next day or scrub them out if no longer important.</p>	<p>Helps us appreciate what we've achieved that day and keeps us on track towards the important results we want.</p>

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<p><b><u>Vision &amp; Purpose</u></b></p> 	<p>Constantly ask WHY!</p>	<p>Defining goals, aspirations, results etc. is great, but it's also important to ask <b>why</b> we want them. Earning £100,000k commission is nice... but why do we want it - what will it give us?</p>	<p>Provides the emotional juice to follow through on the actions that need to be taken.</p>
	<p>Create a COMPELLING future!</p>	<p>Create a document (MS Word / PPT, or MAC Pages / Key Note etc.) that captures <b>long term aspirations</b> in areas such as: physical health, relationships and wealth. Review this briefly once a week and schedule the necessary actions towards the goals.</p>	<p>Triggers our RAS (reticular activation system), creating spooky opportunities and coincidences. Also, gets motivation juices going.</p>
	<p>Be NICE!</p>	<p><i>Do unto others as you would have do unto you'</i>  <i>'As you sow so shall you reap'</i></p> <p>The above, as with the law of Karma, is entwined in many religions. Weather a follower of not, there is an <b>uncanny truth</b> to this philosophy.</p>	<p>Putting others first and contributing beyond ourselves, brings a whole bunch of benefits but most importantly, it makes us better people and the world a better place.</p>

# Recommended Reading

<p><a href="#">The Juice Master, Keeping it Simple</a></p>	<p><a href="#">The China Study</a></p>	<p><a href="#">Wheatgrass, Nature's Finest Medicine</a></p>
		
<p><b>This is the best book ever for learning about Juicing (and making Smoothies). Contains over 100 really tasty recipes, a 3-day detox plan, and so much more.</b></p>	<p><b>This is most comprehensive study on nutrition ever conducted. It's an eye opener and a jaw dropper, it will ensure you are fully informed about how what you eat affects your health.</b></p>	<p><b>Wheatgrass is one of nature's miracle medicines. It can provide energy and vitality, as well as restore the body back to health from disease. This book covers everything you'll ever need to know.</b></p>

<p><a href="#">The Complete Guide to Core Stability</a></p>	<p><a href="#">David Allen Getting Things Done</a></p>	<p><a href="#">The Four Hour Work Week</a></p>
		
<p><b>Matt Lawrence has over 20 years of experience in the fitness industry - writing, teaching and working with the stars. His book illustrates everything you'll need to know about building a solid core - for life.</b></p>	<p><b>David Allen has more than 20 years of experience in the productivity business, and is a true master on the topic. His book cuts through all the nonsense and provides a full-proof system for eliminating stress, boosting productivity an keeping you sane.</b></p>	<p><b>Timothy Ferriss is living proof that anyone can design the ultimate lifestyle. His book was updated at end of 2009, and is packed with information, case studies and tools for getting out of the rat race and living the dream.</b></p>

# Recommended Kit

<p><a href="#"><u>Philip's Wide Shoot Juicer</u></a></p>	<p><a href="#"><u>Kenwood 'To Go' Smoothie Maker</u></a></p>	<p><a href="#"><u>Brita Water Filter</u></a></p>
		
<p>Fresh Juices provide the ultimate nutrient-packed treat - unlike anything in a carton or pack. This Juicer is the best on the market because it's easy to use, easy to clean and really well built.</p>	<p>Like fresh juices, fresh smoothies are also packed with every nutrient you need - and taste delicious. This machine takes under 30 seconds to clean - absolutely fantastic piece of kit for boosting health.</p>	<p>All tap water has chemicals added during treatment, and it also easily picks up traces of metals and lime scale during transit. The Brita filter with it's super superior filters and great design, is the best for providing fresh clean water.</p>

<p><a href="#"><u>Polar Heart Rate Monitor</u></a></p>	<p><a href="#"><u>Swiss Ball, DVD and Pump</u></a></p>	<p><a href="#"><u>Reebok Re-bouncer</u></a></p>
		
<p>Heart / cardiovascular disease is the number one killer in the US, Canada. UK and Europe - and increasing across Asia. Training in the right zone is essential for anyone over 30 and this watch is brilliant for that.</p>	<p>The swiss ball is a great piece of kit to have at home. It can work every part of the core muscular skeletal system, so as well as great abs and great posture, it also helps prevent bad backs and sciatic pain. Includes pump, DVD and full instructions.</p>	<p>No time to exercise? Rebounding can be done at home first thing in the morning or when returning from work. Low impact, it gets digestion going and stimulates the production of ATP. Reebok have made an awesome piece of kit here.</p>