



HOW YOUR MOOD CAN AFFECT YOUR WORK



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WORKPLACE PERFORMANCE

Have you ever had one of those mornings where things just haven't started the right way? A bad night's sleep, traffic, a fight with a spouse or child. You show up at the office and try to put these issues aside, but find it difficult to work with a clear mind. As human beings our emotions have a great influence over our work whether we want them to or not. Research has shown that bad moods can lead to procrastination, and similarly, happiness can increase productivity.

IMPROVING YOUR MOOD AT WORK

Fortunately there are many ways to take control of your mood on bad mornings. If you leave home with a negative mindset the following methods can help you to restore a positive attitude that can carry you through the day.

FAKE IT 'TIL YOU MAKE IT

Pretending to have a positive attitude if you feel down in the dumps might seem a little insincere, but the benefits of putting on a fake smile might surprise you. Research has shown that the smile created by saying the long 'e' sound in the word "cheese" produces positive emotions and in turn creates a happier mood.

STRESS, LIKE THE FLU, CAN SPREAD

Emotions are contagious. Thanks to the "stress contagion effect" your mood can jump directly from you to your work team just like the common cold. Feeling happy and creating a positive work environment can help to increase employee productivity. Managing stress is essential. If you walk in the door frustrated there is a strong chance your team will experience that same stress. Over time that can have a negative effect on business and productivity.

SMALL ACTS OF KINDNESS

Doing something for others can help defuse negativity by shifting focus from your troubles to the happiness of those around you. For example, if you are having an unhappy morning, consider picking up a treat for the office. Whether it be a cake, some cookies or doughnuts the appreciation of your colleagues for this small gesture can help to defuse the frustration that your morning started with.

BE FLEXIBLE

If you feel like you are in a negative mood before you get to work find a moment to reset your emotions before you get there. This could be as simple as taking a different route to work, listening to music that you love or picking up a coffee from your favourite coffee place. Taking time to improve your mindset will help you be more productive and create a positive atmosphere that your team will benefit from.

TAKING CARE OF YOU, FOR YOUR TEAM'S SAKE

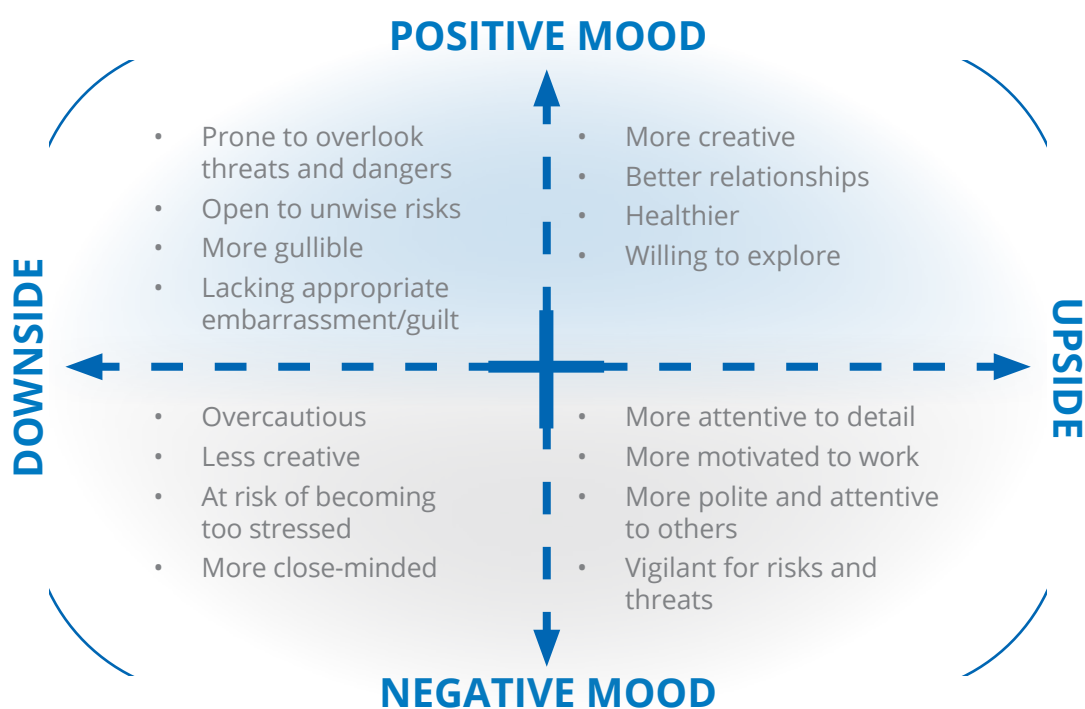
You can't just take away the stress of being a small business owner, but you can do some things to keep it from influencing your mood and your team. **How?** Start with the employee you know best, yourself.

- **IDENTIFY STRESSORS** - Does a bad commute ruin your mood before you even walk in the door? Stay away from road rage by listening to your favourite music, carpooling or taking public transport.
- **SET FIRMER BOUNDARIES BETWEEN WORK AND HOME** - As a small business owner it is easy to always feel on call. Give yourself some room to breathe by setting some guidelines and allocating yourself 'personal time'.
- **SEPARATE LEGITIMATE STRESS FROM SELF-IMPOSED EXPECTATIONS** - Do you need to hustle more, or do you just feel like you should hustle harder? You may be putting unnecessary stress on yourself to keep up when what works for one business owner doesn't always work for another.
- **SLEEP RIGHT** - The easiest way to reduce stress is to sleep more. Slowing down may be the last thing you want to do, but by creating healthy habits for you will in turn help to create a healthier and more productive team.

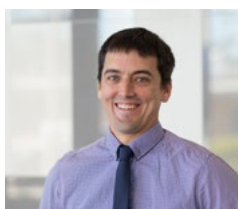


HOW MOODS HELP OR HURT

Studies find both good and bad moods have their upsides and downsides.



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