**WORK-LIFE BALANCE @ LSU**

Maintaining a balance between work and personal life is important for our employees. We want to encourage a life outside of work. By doing so, we have defined some helpful tips to assist with balance between the two to ensure a happy and healthy life while working at LSU.

**SET BOUNDARIES**

Boundaries may vary from person to person. This could include not answering emails on the weekend, if your position is not required to, or changing from your work clothes upon arriving home.

**UNPLUG**

When arriving at work, you are dedicated to working and should be following the same practice when arriving home. Leave work at work and home at home.

**TAKE BREAKS**

Whether it is a lunch break where you can leave your workstation or it is a vacation/time away from work. Taking breaks from work is vital.

**BE CONSISTENT**

With whatever practice you choose, remember to be consistent with it. You may have to change along the way as life events occur but always remember what works best for you.