

Productive to the Max

Productivity

Performance

Profitability

Make time for vacation

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This is the time of year when everyone is planning vacations. Are you hesitating because of finances, time, because you have too much to do and fear what awaits you upon your return? Are you going to send your family on ahead or even cancel your vacation because you feel you cannot take the time? Are you even the type of person who is going to take your work with you on vacation? Whoa! Think again.

We all need time off. We all need to regenerate. Even your office co-workers would like to get rid of you for a while. Your leadership quotient will increase as you prove to your employees the essential need for this rest. And I do not have to remind you of the importance for health reasons.

Take the following steps when planning a vacation:

- Take two entire weeks instead of one to obtain the best rest advantage.
- If you are unable to take a long amount of time, at least plan a few days away to clear your head.
- A vacation is not time to restrict yourself to diets, exercise, time-lines or practicalities. Enjoy yourself and indulge in those things you normally refrain from during the year.
- Plan regular times away. Do not wait for the two or three week vacation. You need to also recharge during the remainder of the year.
- Ensure that each family member plans something special that they like to do on vacation
- Leave your cell phone and blackberry at home, or at least turn it on only during scheduled times.