Summary Concepts

Life Satisfaction: the combination of your satisfaction with seven facets of your life. While it is generally difficult to nurture each of them simultaneously, you will find that “happier” people tend to each at various times throughout their lives. The key is growth and maturation over time, in each area.
Warning Signs: Start with an honest assessment of your satisfaction with each area of your life by assessing potential warning signs.

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<thead>
<tr>
<th>PHYSICAL HEALTH WARNING SIGNS</th>
<th>MENTAL HEALTH WARNING SIGNS</th>
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<tr>
<td>□ Weight (unusual gain or loss; overweight)</td>
<td>□ Personality changes</td>
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<tr>
<td>□ High blood pressure</td>
<td>□ Inability to cope with daily problems &amp; activities</td>
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<tr>
<td>□ Headaches</td>
<td>□ Excessive anxiety</td>
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<tr>
<td>□ Clenched jaw/TMJ</td>
<td>□ Excessive anger, hostility or violent behavior/words</td>
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<td>□ Tense muscles</td>
<td>□ Prolonged apathy, listlessness or sadness</td>
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<td>□ Ulcers</td>
<td>□ Changes in eating patterns</td>
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<td>□ Allergies</td>
<td>□ Changes in sleep patterns</td>
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<tr>
<td>□ Asthma</td>
<td>□ Extreme highs and lows</td>
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<tr>
<td>□ High cholesterol</td>
<td>□ Alcohol or drug abuse</td>
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<td>□ Heart disease</td>
<td>□ Strange or grandiose ideas</td>
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<tr>
<th>SPIRITUAL HEALTH WARNING SIGNS</th>
<th>CAREER HEALTH WARNING SIGNS</th>
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<tr>
<td>□ Detachment from others or trouble with relationships</td>
<td>□ Loss of desire to achieve</td>
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<tr>
<td>□ Inability to connect with nature/animal life</td>
<td>□ Depression</td>
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<tr>
<td>□ Sense of futility</td>
<td>□ Decreased productivity</td>
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<tr>
<td>□ Excessive cynicism</td>
<td>□ Decreased interest in the organization &amp; its mission</td>
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<tr>
<td>□ Excessive pleasure-seeking (consumerism, sex, drugs)</td>
<td>□ Absenteeism/chronic tardiness</td>
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<tr>
<td>□ Always thinking the worst of others</td>
<td>□ Feelings of boredom</td>
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<tr>
<td>□ Inability to see the good in a situation</td>
<td>□ Feelings of anger at work</td>
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<tr>
<td>□ Inability to cope with daily problems</td>
<td>□ Sense of futility in your work</td>
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<tr>
<td>□ Lack of empathy or compassion for others</td>
<td>□ Excessive daydreaming</td>
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<tr>
<td>□ Continual longing for something more out of life</td>
<td>□ Use of work distractions (Internet, talking to others)</td>
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<tr>
<th>RELATIONSHIP HEALTH WARNING SIGNS</th>
<th>FINANCIAL HEALTH WARNING SIGNS</th>
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<tr>
<td>□ Feelings of detachment</td>
<td>□ Piles of unattended mail</td>
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<tr>
<td>□ Feelings of superiority</td>
<td>□ Unpaid bills or frequent late payments</td>
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<tr>
<td>□ Increased arguments</td>
<td>□ High consumer debt</td>
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<tr>
<td>□ Disrespectful/criticizing thoughts and words</td>
<td>□ Living paycheck to paycheck</td>
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<tr>
<td>□ Trouble acknowledging others’ strengths/contributions</td>
<td>□ Not having a will</td>
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<tr>
<td>□ Avoidance behaviors</td>
<td>□ Insufficient life or disability insurance</td>
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<tr>
<td>□ Trouble with intimacy (physical and verbal)</td>
<td>□ Feelings of envy or contempt for others’ finances</td>
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<tr>
<td>□ Inability to be honest with others</td>
<td>□ Not having money routines (e.g., paying bills)</td>
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<tr>
<td>□ Feelings of sadness and loneliness</td>
<td>□ Not knowing where your money goes (ignorance)</td>
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<tr>
<td>□ Difficulty showing affection</td>
<td>□ Discomfort at admitting what you don’t know</td>
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<th>INTELLECTUAL HEALTH WARNING SIGNS</th>
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<td>□ Self-limiting beliefs (e.g., “I’ll never be successful”)</td>
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<tr>
<td>□ Failing to challenge your current beliefs</td>
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<tr>
<td>□ Failing to see the value in lifelong learning</td>
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<tr>
<td>□ Believing there is nothing to be learned from others</td>
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<tr>
<td>□ Closing your mind to opinions other than your own</td>
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<tr>
<td>□ Failing to read and/or learn about new things</td>
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<tr>
<td>□ Not keeping up with current events</td>
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<tr>
<td>□ Egocentric/Ethnocentric beliefs</td>
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<tr>
<td>□ Excessive “mind candy” (e.g., t.v., Internet)</td>
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<tr>
<td>□ A willingness to “settle” for the status quo</td>
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Managing Boundaries: People have different preferences to either integrate or separate work from other aspects of life. Preferences can change over time. There are 4 types of strategies an individual can use to manage “boundary violations” (i.e., when the people/work in your life do not match your preference for segmentation or integration):

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<tr>
<th>BEHAVIORAL TACTICS</th>
<th>TEMPORAL TACTICS</th>
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<tr>
<td>Using the skills and availability of other individuals who can help with the work-home boundary (e.g., staff members/spouse who screens calls)</td>
<td>Controlling work time (e.g., banking time from home or work domain to be used later, blocking off segments of time, deciding when to do various aspects of work)</td>
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<tr>
<td>Leveraging technology to manage boundaries (e.g., voicemail, caller ID, e-mail)</td>
<td>Finding respite: removing oneself from work home demands for a significant amount of time (e.g., vacations, getaways, retreats)</td>
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<tr>
<td>Triage: prioritizing seemingly urgent and important work and home demands – sorting out what you have to do, what you should do, and what you want to do (e.g., work and childcare emergencies)</td>
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<tr>
<td>Choosing which specific aspects of work-home life will or will not be “permeable” (e.g., leaving the emotional aspects of work at work while bringing home some of the physical work)</td>
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<th>PHYSICAL TACTICS</th>
<th>COMMUNICATIVE TACTICS</th>
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<td>Putting up or taking down physical borders or barriers between work and home (i.e., creating a separate home office or placing your home office in the middle of the home action)</td>
<td>Managing expectations in advance of a work-home boundary violation (e.g., stating preferences to work/family ahead of time)</td>
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<tr>
<td>Creating or reducing a physical distance between work and home</td>
<td>Confronting violator(s) of work-home boundaries either during or after a boundary violation has occurred (e.g., telling a staff member to stop calling home for trivial reasons)</td>
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<tr>
<td>Using tangible items such as calendars, keys, photos, and mail to separate or blend aspects of each domain (e.g., keeping separate key chains, putting family photos on display at work)</td>
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Balancing Work and Family References


* Highly recommended readings