



Move More

Use these tips to develop and maintain a daily routine to move more at work. The most current research for computer users recommends moving every 20-30 minutes by sitting for 20, standing for 8, and moving for 2.



Stand

- Change your position every 20-30 minutes.
- Stand to talk on the phone, read documents, or participate on conference calls.
- Stand to take deep breaths while raising arms slowly over head. Repeat 3 times.
- Alternate between sitting and standing at meetings and presentations.
- Consider a [sit-stand workstation](#).



Walk

- Walk, bike, bus, or BART to work.
- Wear a pedometer for motivation to reach 10k steps a day.
- Walk to communicate instead of calling, emailing, or texting.
- Go for a 10-minute walking break every day.
- Schedule walk 'n talk meetings.
- Add steps to your day the easy way, park farther away!



Movement Breaks

- Use [CtrlWork stretch break software](#) or a timer to remind yourself to stand, move, or stretch.
- Stretch your shoulders, necks, wrists, and back throughout the day.
- Include a stretch break during meetings that go an hour or longer.
- Do partial squats or calf raises while waiting for the copier or microwave.
- Move your feet by doing ankle circles or flexing them up and down to improve circulation.
- Find more ways to take movement breaks at [Active @ Work](#).



Stairs and Exercise

- Take the stairs as often as possible.
- Join the [Berkeley Walks Walking Group](#) (free) and/or [WorkFit](#) (fee).
- Use your lunch hour to exercise and grab a healthy bite.
- Keep a resistance band in your office for strengthening exercises.