



British Heart
Foundation

YOUR CHOICE, YOUR CHANGE

**MOVING MORE,
EATING BETTER,
FEELING GOOD**



**FIGHT
FOR EVERY
HEARTBEAT**

bhf.org.uk

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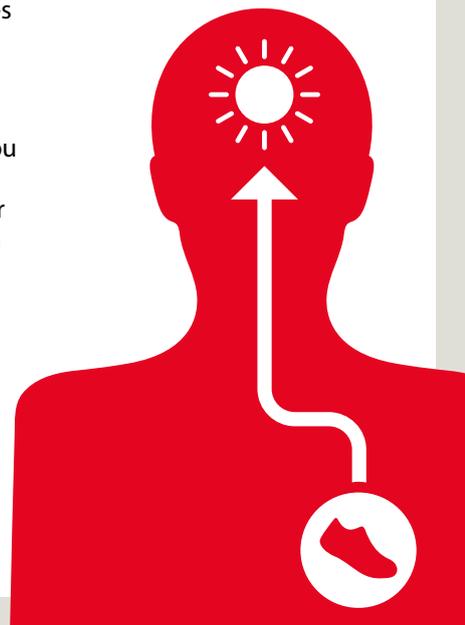
I BE ACTIVE

We already spend half the day at work, so why not use that time to be active and feel better?

**Active every day:
Every 10 minutes counts**

Take the **Be active challenge** and build up to at least 150 minutes moderate intensity activity a week.

Moderate intensity activities will make you feel warmer, breathe harder and make your heart beat faster than usual, but you should still be able to carry on a conversation.



What have you achieved?

Verdict		
	200 minutes	Super! Keep it up, you're doing great
	150 minutes	Congratulations! You've reached your goal
	100 minutes	Making positive moves
	50 minutes	Taking steps in the right direction
	0 minutes	You're not active enough

Don't stop now!

Take the **Be active challenge** again next week, visit bhf.org.uk/healthatwork to download a weekly planner and record sheet or order our resources.

Find out more about physical activity in our free *Get active, stay active* booklet. To order:

- call the BHF Orderline on 0870 600 6566
- email orderline@bhf.org.uk
- visit bhf.org.uk/publications

Being physically active can improve the quality of your life now and in the future.

Being active can improve the way you look and feel on a daily basis.

Being active reduces your risk of developing type 2 diabetes, high blood pressure, osteoporosis and back pain. It also reduces your risk of having a heart attack or stroke.

Changing a few daily habits can soon add up to a more active lifestyle and a better you.

2 EAT WELL

We consume at least a third of our daily calorie intake while at work, so a change in eating habits in the workplace can make a big difference.

Eating a diet that includes at least five portions of fruit and vegetables a day is good for your heart.

What is a portion?

A portion is about a handful (or 80g) of fresh, frozen or tinned, 30g if dried or 150 ml for a juice. Fruit juices, pulses and beans only count as one portion, no matter how many you have a day.

One portion equals

- **apricot-sized fruit**
– 3 items
- **plum-sized fruit**
– 2 items
- **dried fruit**
– 1 tablespoon
- **pulses and beans**
– 3 heaped tablespoons
- **cooked fruit & vegetables**
– 3 heaped tablespoons
- **greens**
– 4 heaped tablespoons
- **unsweetened juices**
– 1 small glass (150 ml)

What else counts?

- frozen fruit and vegetables
- smoothies can be up to 2 portions if they contain 150ml of fruit juice and 80g of fruit pulp
- tinned fruit and vegetables (in juice or water with no salt or sugar added)
- fruit and veg in sauces, soups, puddings and yoghurts can count towards your five a day – but watch the salt and saturated fat in these foods

What doesn't count?

Potatoes, yam and plantain don't count as vegetables portions because of their starchy content.

What makes up a portion?



1 handful of grapes



7–8 strawberries



150ml glass of orange juice



1 slice of melon



3 whole dried apricots



1 tomato



3 heaped tablespoons of carrots



3 heaped tablespoons of peas

Track your 5-a-day to see how much fruit and veg you're really eating



Monday	
Breakfast	
Lunch	
Snacks	
Dinner	
Total portions	
Notes	

Top tips

Try an apple instead of a bag of crisps.

Fruit and vegetables provide us with vitamins and minerals needed to keep us well.

Tuesday	
Breakfast	
Lunch	
Snacks	
Dinner	
Total portions	
Notes	

Top tips

Have a bowl of salad or piece of fruit with your lunchtime sandwich.

The fibre in fruit and vegetables makes them filling to eat and helps keep our digestive system healthy.

Wednesday	
Breakfast	
Lunch	
Snacks	
Dinner	
Total portions	
Notes	

Top tips

Keep vegetable sticks ready in the fridge for a quick snack.

About a third of what we eat should be made up of fruit and vegetables.

Thursday		Friday	
Breakfast		Breakfast	
Lunch		Lunch	
Snacks		Snacks	
Dinner		Dinner	
Total portions		Total portions	
Notes		Notes	

Top tips

Add some dried fruit to your morning cereal.

Try to eat a variety of different types of fruit and vegetables, so that you can benefit from all the different nutrients they can offer.

Top tips

Throw in extra vegetables to pasta sauces, curries or casseroles.

There are five ways to get your five a day – they can be fresh, frozen, tinned (in juice or water), dried or juiced.

Saturday		Sunday	
Breakfast		Breakfast	
Lunch		Lunch	
Snacks		Snacks	
Dinner		Dinner	
Total portions		Total portions	
Notes		Notes	

Top tips

Blend soft fruits like berries and bananas in a healthy breakfast smoothie.

Top tips

Fruit and vegetables are naturally low in fat and calories and are filling so make them part of daily diet to help control your weight.

How many days did you reach your target of five portions of fruit and vegetables?

Verdict		
	7 days	Congratulations! You've done it! Keep eating your 5-a-day
	5 days / 6 days	Brilliant! You're nearly eating your 5-a-day every day of the week
	3 days / 4 days	Great progress! Now focus on eating 5-a-day at least 5 days a week
	1 day / 2 days	Well done! Now focus on eating 5-a-day at least 3 days a week
	0 days	You're not getting your 5-a-day

Don't stop now!

Take the ***Eat well challenge*** again next week, visit bhf.org.uk/healthatwork to order our resources.

Find out more about healthy eating in our free ***Eat well*** booklet. To order:

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3 THINK WELL

Mental wellbeing matters to individuals, because it improves resilience, confidence and capacity.

Stress is a normal part of life and we all experience it from time to time when we feel under pressure or feel we can't meet all the demands on us.

There are some positive aspects to stress. The right amount of pressure may make you feel energetic and able to move up a gear when necessary. But too much stress, or stress which lasts too long, can lead to emotional and even physical problems.

It's quite common to feel pressure sometimes at work and at home. But excessive pressure can lead to a build-up of stress. That can make us less efficient and poor at making decisions and can lead to ill health.



What makes you stressed?

Few of us go through life without any stress. Thinking about which areas of your life are most stressful is the first step to finding ways of coping with stress better or avoiding it altogether.

The most common causes of stress are:

- work
- money problems
- relationships
- major life events and upheavals like getting married, divorce or separation, unemployment, moving house or bereavement
- time pressure
- loneliness and social isolation

Not sure if you're stressed?

When you're exposed to long periods of stress, your body gives you a warning that something is wrong. These physical, emotional, behavioural and mental signs shouldn't be ignored. They tell you that you need to slow down. If you continue to feel stressed and you don't give your body a break, you may develop health problems.

Take the 'Am I Stressed?' quiz

Check your stress levels by ticking the answers below

1. **Which of the following best describes how much time you have to do everything you need to do?**

- A** I have enough time to get everything done.
 - B** I usually manage to get most things done.
 - C** I have to prioritise my time very carefully.
 - D** I always seem to be short of time and rushing to catch up.
-

2. **When you are under a lot of pressure, do you:**

- A** cope well, because it doesn't happen very often?
 - B** put in more effort so you can get through the difficult patch?
 - C** give yourself breathing space and time to take stock?
 - D** drink lots of coffee and keep going until you're exhausted?
-

3. **How well do you usually sleep?**

- A** I sleep really well and feel rested in the morning.
- B** I sometimes have trouble falling asleep, but generally get enough sleep.
- C** I use relaxation methods and clear my mind before I go to bed.
- D** I have frequent restless nights and often wake early.

4. **Which of the following best describes the way you deal with difficult situations?**

- A** I rarely get ruffled about things.
 - B** I get annoyed a bit more often than I used to.
 - C** I have a shorter fuse now than I used to, but I think before I react to things.
 - D** I regularly lose my temper at the smallest things.
-

5. **Which option best describes how much time you have for the things you enjoy?**

- A** I regularly spend time doing things I enjoy.
 - B** I have less and less time to do the things I enjoy.
 - C** Time is tight, but I make sure I have some time each day to relax and enjoy life.
 - D** I don't have time for hobbies or things I enjoy.
-

6. **Which option best describes how you feel most of the time?**

- A** I feel fine and able to cope with things.
- B** I sometimes get headaches, which are worse when I'm under pressure.
- C** I'm under pressure, but I use relaxation methods to make sure I don't get too tense.
- D** I often feel tearful and panicky because of the pressure I am under.

Add up how many A, B, C & D answers you gave

Find out your result and what you can do to reduce your stress levels

Mostly As

It appears from your answers that you are not under a great deal of stress. You have a good balance in your life at the moment. Look out for signs of becoming stressed in the future.

Mostly Bs

You seem to be experiencing some stress and are feeling the consequences in various aspects of your life. Try taking positive steps to deal with this stress – for example, by taking regular exercise, making time for yourself and getting any support you need.

Read our stress busting tips to help you tackle the stress in your life. Our ***Coping with stress*** booklet will help you to tune into your early warning signs and symptoms.

See page 27 for how to order your free booklet.

Mostly Cs

While you experience some stress, you have developed a range of skills to cope with this. Well done for recognising that stress needs to be dealt with – and for coming up with ways like relaxation and time management to help you to get on with life.

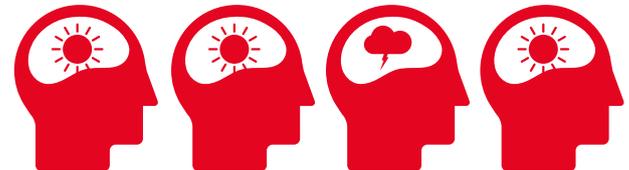
If you need more ways to tackle the stress in your life read our stress busting tips.

Mostly Ds

You seem to be experiencing a lot of stress and this may affect both your physical health and your relationships.

Our ***Coping with stress*** booklet can help you think about how you might start to reduce your stress levels (see What can you do about stress?) and point you in the right direction for getting help.

See page 27 for how to order your free booklet.



Stress busting tips

There are a number of ways to tackle stress in your life. Think about whether you can do any of the following:

- avoid the sources of your stress
- change how you respond to stressful situations
- make changes to your lifestyle to help reduce the effects of stress on your body, for example:

Eat well

Eat a balanced diet containing plenty of fruits and vegetables and drink lots of water.

Keep physically active

Take active breaks like going for a walk or taking part in an activity class.

Keep alcohol to within recommended daily limits

Don't smoke or stop smoking

Make time to rest

Read a book or watch a movie.

Learn to relax

Throughout the day, do a quick relaxation routine - take a few deep breaths, tense up and then relax part of your body like your hands and feet and drop your shoulders.

Manage your time

Plan your week/day to see what to prioritise and make sure there are activities you enjoy doing, not only 'must do' activities.

Seek help and get support

Socialise with people that make you feel supported and keep these kind of relationships going.

Talk about your thoughts and feelings and get professional help if you need to.

If your workload is too big, talk to your manager and ask if you can have extra help, rearrange your commitments or attend a time management course.

To find out more about ways to tackle stress in your life read our free booklet *Coping with stress*.

To order:

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- visit bhf.org.uk/publications

Use the Heart health challenge on page 28 to set your own stress busting goals.

4 HEART HEALTHY

Making a change can be tough but maintaining that change can be even tougher.

Set your goals and use the plan to achieve your target.

Do you want to:

- improve your diet?
- give up smoking?
- lose weight?

We'll let you into a secret – be **SMART**.



Specific: what exactly do you want to achieve?

Say “I am going to swap my 11 o'clock biscuits for a piece of fruit” instead of “I will eat healthily”.

Measurable: put a number to it and you'll focus much better.

“I need to lose 10 pounds” is better than “I need to lose weight!”.

Achievable: start small and easy, then you'll be more motivated to succeed!

Try walking just 15 minutes a day, or tracking how much fruit and veg you eat.

Relevant: if your goal doesn't make sense to you, it will be much harder to do!

Don't say you'll run a marathon when you can only manage 5 minutes.

Timed: give yourself a clear deadline for when you want to reach your goal, put it in your calendar and mark off the days.

Your personal targets

Set your first SMART goal here

The area I need to work on is:

For example: 'Eating more healthily' or 'Increasing my physical activity'

My goal is:

For example: 'From Monday, when I am at home I will use an unsaturated fat spread instead of butter on bread and toast' or 'For the next two weeks I will do a brisk 30 minute walk during my lunch hour on Mondays, Wednesdays and Fridays'

Is your goal:

- Specific?
- Measurable?
- Achievable?
- Relevant?
- Timed?

Staying motivated and keeping on track:

What are you trying to achieve and why is it important that you make changes to your lifestyle?

What will help you keep on track? *Think of some ways to stay motivated while you're working towards your goal.*

Who can support you in achieving your goals?

Write down names of friends, family or colleagues you can ask to support you.

What are the challenges in achieving this goal?

What can you do to overcome the challenges?



British Heart
Foundation

For over 50 years our research has saved lives.

We've broken new ground, revolutionised treatments and transformed care.

But heart and circulatory disease still kills one in four people in the UK.

That's why we need you.

With your support, your time, your donations, our research will beat heart disease for good.

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