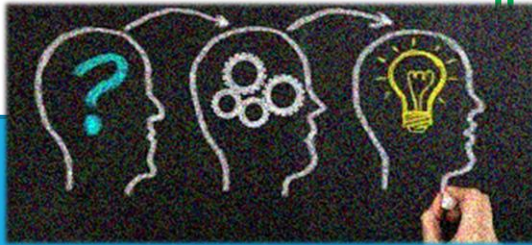


Control What You Can Control

- Determine where you work best
- Define your workspace
- Plan out your workday
- Manage your time
- Think positively

Be Knowledgeable

- Take stock of what you know
- Be aware of what you may not know
- Ask thoughtful questions
- Don't make assumptions



4 TIPS FOR STAYING FOCUSED DURING AMBIGUOUS TIMES

Assess Your Skills

- Take stock of what have you learned during this time
- Use your strengths to add value
- Identify 1-2 skill gaps to develop

Take the VIA Character Strengths Survey
<https://www.viacharacter.org>

Continue Self-Care

- Remember to take mental and physical breaks
- Exercise for 30 -45 minutes daily
- Practice mindfulness exercises

1 Minute Mindfulness Exercises
<https://psychcentral.com/blog/1-minute-mindfulness-exercises/>