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## Get started with outdoor office activities!

### Some tips for getting started with outdoor office activities:

- Schedule regular, short outdoor office sessions in your calendar.
- A short period (e.g. half an hour) once a week is enough – then you can increase it if you think it works.
- It is enough to be close to the physical workplace; even a short time in a green area in the courtyard or in a nearby park is good.

### So what can you do outside?

- **Walk and talk: walking meetings.** Suitable if there are only a few people or you are talking on the phone.
- **Outdoor meetings.** Agree on a time and place, and dress for the weather.
- **Outdoor office.** Move part of your working day outside, if there are tasks that are suitable for this. Is there a place in the yard where you can sit for a while? Perhaps a park nearby?
- **Go outside and read.** This is a way to vary your working day, take your reading outside – perhaps a report or notes.
- **Travel between different locations on foot or by bicycle.** This provides daily exercise, recovery and stimulation. You can also think things through before an upcoming meeting or presentation.
- **Thinking walk.** Get out of the office and take a walk on your own to reflect, structure, plan, let your thoughts flow freely, develop ideas and solve problems.
- **Outdoor coffee and lunch.** Try taking your usual coffee and lunch breaks outdoors. Perhaps you could have a communal outdoor lunch once a month?

### Bonus tip:

Prepare your technology if you plan to use electronics: charge batteries and bring a power bank, share your phone's network.

Use paper and pen for notes or record audio files with important things to remember. Add a touch of luxury to your life: bring thermos coffee!

### Why you should try it

It reduces your stress levels and promotes recovery.

It promotes motivation, job satisfaction and creativity.

It promotes brain health.

In addition, you get stimulation and variety, improved ergonomics, movement and daylight.

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