

WORKPLACE WORKOUT: SITTING LESS IN YOUR 9-5 DAY

NAME: _____

DATE: _____

Sitting less in your workplace isn't hard to do when you follow these sneaky and simple ways to improve your muscular endurance, strength, flexibility and mobility. Refer to the Instruction Sheet for pictures and instructions of each move. Cross off each box once you've completed it! **These exercises need to be done during your 9-5 workday!



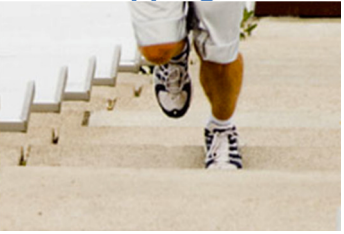


	MON	TUES	WED	THURS	FRI
WEEK 1	Standing One-Leg Balance Hold: 30 sec Reps: 3 times per leg	Alternate Toe Touch Hold: 2-4 sec Reps: 4 times per side	Stair Stepping Time: 10 minutes (can be spread out) Sets: 2	Standing Twist Hold: 2 sec Reps: 8 times per side	Calf Raises Hold: 5-8 seconds Reps: 8 (1 leg at a time) Sets: 3
WEEK 2	Standing One-Leg Balance Hold: 30 sec Reps: 5 times per leg	Alternate Toe Touch Hold: 2-4 sec Reps: 6 times per side	Stair Stepping Time: 10 minutes (try two steps at a time!) Sets: 4	Standing Twist Hold: 5 sec Reps: 8 times per side	Calf Raises Hold: 5-8 seconds Reps: 10-12 (1 one leg at a time) Sets: 3

Remember, decreasing sitting time in your overall lifestyle must occur with small changes, beginning in your nine to five workday. Try these easy tips to keep you on your toes (literally!) in addition to following your Workplace Workout!

- EASY TIPS TO SIT LESS AT WORK!**
1. Set a timer to get up and stand up every hour.
 2. Stand up while on the phone.
 3. Park further from work. If you commute, stay standing and get off a stop earlier.
 4. Walk up or down one flight of stairs to use the bathroom.
 5. Go see a colleague in person rather than send an email.

Source: <http://www.welcoa.org>, <http://www.mayoclinic.com>

WEEKS 1 AND 2

<p>Standing One Leg Balance</p> 	<ol style="list-style-type: none"> 1. Stand upright with feet together and hands on your hips. 2. Raise your right knee and place your right foot in the inside of your left knee and hold. 3. Rise up on the ball of your standing left foot and raise both arms out to the side at shoulder level. <p>DO: keep your back straight, chest up, look forward, tighten abs.</p> <p>DON'T: look down, hold your breath, lock knee of standing leg.</p> <p>BEGINNER: use a chair for balance or keep hands on hips, place non-standing foot below standing knee.</p> <p>ADVANCED: place hands over your head, rest foot higher than standing knee, close eyes</p>
<p>Alternative Toe Touch</p> 	<ol style="list-style-type: none"> 1. Stand upright with feet hip-distance apart and hands to the side. 2. Take a small step forward with your right foot. Raise your left leg and foot out to the side. 3. Slowly bend forward at your waist, rotating your torso as you reach your left hand to your right foot. Slowly stand upright to step 2. <p>DO: move slowly, keep back straight, reach down until there's slight tension (not pain), exhale as you reach down</p> <p>DON'T: round your back, bounce or jerk to touch toes, bend knees too much, hold your breath, lock knees</p> <p>BEGINNER: use a chair for balance, keep hand on thigh throughout movement, do not go as low</p> <p>ADVANCED: hold the stretch longer</p>
<p>Stair Stepping</p> 	<ol style="list-style-type: none"> 1. Step all the way up a flight of stairs and come back down. <p>DO: keep your back straight, place entire foot on the stairs</p> <p>DON'T: lean too far forward when climbing, lock knees as you walk up, descend too quickly, pull self up with hand rail</p> <p>BEGINNER: walk up slowly, lightly place one hand on railing, rest before proceeding up next flight of stairs</p> <p>ADVANCED: take two steps at a time, walk up the stairs sideways (inner and outer thighs), pump your arms quickly</p>
<p>Standing Twist</p> 	<ol style="list-style-type: none"> 1. Stand with feet shoulder-width apart, hands in front at waist level holding a full water bottle. 2. Tighten your abdominals and slowly twist your torso to the right. Keep your arms extended at waist level. 3. Twist back to the other side while keeping your hips forward. <p>DO: twist torso with head and eyes following arm movement, keep soft knees, keep hips and feet facing forward.</p> <p>DON'T: lock knees throughout move, rotate to far, swing to gain momentum, jerk head, look down, bend at the waist, move quickly</p> <p>BEGINNER: keep bottle close to body, decrease range of motion</p> <p>ADVANCED: raise bottle to chest level, use two bottles per hand</p>
<p>Calf Raises</p> 	<ol style="list-style-type: none"> 1. Stand upright with hands at your hips, feet shoulder-width apart. 2. Raise right heel off the floor so you are on the ball of your foot. <p>DO: look forward, keep back straight, tighten abdominals</p> <p>DON'T: bend at the waist, push off from your big toe or edge of foot</p> <p>BEGINNER: use a chair for balance,</p> <p>ADVANCED: hold two water bottles in both hands</p>

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	MON	TUES	WED	THURS	FRI
WEEK 3	Elevated Lunge Reps: 8 times per leg Sets: 3	Walk the Line Reps: 10 times per foot Sets: 3	Chair Dip Reps: 8 Sets: 3	Shoulder Arm Circles Reps: 10 times forward, 10 times back	Wall Sit Hold: 20 seconds Reps: 3 times
WEEK 4	Elevated Lunge Reps: 10-12 times per leg Sets: 3	Walk the Line Reps: 15-20 times per foot Sets: 3	Chair Dip Reps: 10-12 Sets: 3	Shoulder Arm Circles Reps: 15 times forward, 15 times back	Wall Sit Hold: 30-40 seconds Reps: 3 times






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EASY TIPS TO SIT LESS AT WORK!

1. Take the stairs instead of the elevator.
2. Walk fast to the copy or coffee machine.
3. Fidget when on the phone rather than sit still.
4. Take more trips to the water cooler.
5. Go for a walk with someone after you eat your lunch.

Source: <http://www.welcoa.org>, <http://www.aicr.org/>

WEEKS 3 AND 4

<p>Elevated Lunge</p> 	<ol style="list-style-type: none"> 1. Stand ~1m away from a chair and place your left foot on top of the chair while standing in lunge position, hands at your side. 2. Bend your right knee (stays behind the right toe) and lower your left knee down as far as you comfortably and safely can hold. 3. Straighten your leg (weight at heel of right foot) back to step 1. <p>DO: keep your back straight, chin up, front knee slightly bent DON'T: bend from waist, go down too low, extend knee past front foot BEGINNER: place arms in front of you, only lower body down ¼, lunge without elevating foot ADVANCED: use weights (water bottle), go lower, descend slower</p>
<p>Walk the Line</p> 	<ol style="list-style-type: none"> 1. Standing upright, place one foot in front of the other, heel to toe, then raise your hands and arms to the side at shoulder level. 2. Lean slightly forward and raise the back foot behind you extending your leg and tightening your buttocks. Now move the non-standing leg and foot out to the side. 3. Place the non-standing foot in front of the standing foot. <p>DO: look ahead, keep shoulders down and relaxed, standing knee slightly bent, tighten buttocks when raising leg DON'T: look down, lock knee of front leg, hold breath, lean too forward BEGINNER: use a wall or long table for balance ADVANCED: go barefoot, place hands over head, close eyes</p>
<p>Chair Dip</p> 	<ol style="list-style-type: none"> 1. Sit upright on edge of a chair with your knees bent at 90°, feet shoulder-width apart. Grasp the end of the chair with palms down, knuckles facing out. Hands should be near your thighs. 2. Walk your feet out slowly, transferring your weight off the chair. Arms are extended with a slight bend in elbows. 3. Slowly bend your elbows to 90°, as you lower your body. 4. Straighten your arms and raise your body back to step 2. <p>DO: look forward, keep back straight, go as low as your comfortably can (no more than 90°), use arms as much as possible and legs as little DON'T: lean too forward, point elbows away from body, raise shoulders to ears, go too low, push too much with legs BEGINNER: keep your feet closer to chair ADVANCED: straighten legs out (weight on heels), add weight on lap</p>
<p>Shoulder Arm Circles</p> 	<ol style="list-style-type: none"> 1. Stand upright, feet shoulder-width apart, knees slightly bent, arms out to the side at shoulder level (palms face floor). 2. Make small forward circular motions with your hands and arms. 3. Increase the size of your circles until you are reaching as far forward and backward as you comfortably can. <p>DO: move arms slowly and controllably, keep soft knees DON'T: jerk arms back uncomfortable, lean forward, hold breath BEGINNER: make smaller circles, move one arm at a time ADVANCED: increase speed but under control, use elastic tubing</p>
<p>Wall Sit</p> 	<ol style="list-style-type: none"> 1. Stand with your back against a wall, feet shoulder-width apart about 50 cm from the wall. 2. Slowly slide your back down until your thighs are parallel to the ground and knees are above your ankles (not over toes) and hold. <p>DO: look forward, tighten abdominals, keep knees behind toes. DON'T: look down, hold your breath, continue if you feel knee pain BEGINNER: do not slide down as far (just 45° at the hips) ADVANCED: lift one leg off the ground, arms extended in front of body</p>

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	MON	TUES	WED	THURS	FRI
WEEK 5	Shoulder Retraction Row Reps: 15 times Sets: 3 Hold: 2-3 sec	Squat-Lift Reps: 10 Sets: 3	Standing Hamstring Stretch Hold: 25 sec per leg Reps: 3	Under-the-Table Leg Holds Hold: 10 sec Reps: 5	Tricep Wall Push Ups Reps: 15 Sets: 3
WEEK 6	Shoulder Retraction Row Reps: 20 times Sets: 3 Hold: 2-3 sec	Squat-Lift Reps: 15-20 Sets: 3	Standing Hamstring Stretch Hold: 30-40 sec per leg Reps: 3	Under-the-Table Leg Holds Hold: 15-20 sec Reps: 5	Tricep Wall Push Ups Reps: 20-25 Sets: 3





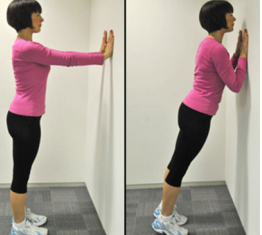
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EASY TIPS TO SIT LESS AT WORK!

1. Stand to greet a visitor in your workplace.
2. Take breaks in sitting time in long meetings.
3. Move your garbage bin or printer away from your desk so you have to get up to get to it.
4. Stand at the back of the room during presentations.
5. Eat your lunch away from your desk.

Source: <http://www.welcoa.org>, www.bhfactive.org.uk

WEEKS 5 AND 6

<p>Shoulder Retraction Row</p> 	<ol style="list-style-type: none"> 1. Sit upright on edge of a chair with feet hip-width apart. Hold two water bottles with arms extended down by your sides (palms in). 2. Keeping your head and chest up and looking forward, slowly bend forward from your waist. Keep arms in same position. 3. Squeeze shoulder blades together and bend elbows, raising bottles back and up towards your abs/hip. Keep arms close to body. 4. Lower arms back down to step 2. <p>DO: Start the movement by squeezing shoulder blades together, keep core tight, only allowing shoulders, upper back and arms to move.</p> <p>DON'T: pull with biceps only, round shoulders, swing torso to propel weight up, move too quickly, hold breath</p> <p>BEGINNER: place one arm on thigh</p> <p>ADVANCED: use heavier weight (briefcase, large book), no chair</p>
<p>Squat Lift</p> 	<ol style="list-style-type: none"> 1. Stand with feet slightly wider than shoulder-width apart, toe pointed out. Extend arms in between thighs holding a water bottle. 2. Bend from the knees, keeping them behind toes, chest up and back straight. Keep arms in same position. 3. Touch the ground with the bottom of the water bottle while keeping torso upright and chest up. Come back up to step 1. <p>DO: keep shoulders down and back, lift bottle only with legs and hips</p> <p>DON'T: stand too narrow, move too quickly, rise from ball of feet (heels off ground), place bottle too far forward, lean too forward</p> <p>BEGINNER: use no weight, do not go down as far</p> <p>ADVANCED: use smaller or heavier object, move slower</p>
<p>Standing Hamstring Stretch</p> 	<ol style="list-style-type: none"> 1. Stand upright, shoulders relaxed in front of a chair. 2. Lift right leg onto chair. Slowly move left hip forward until you feel comfortable tension on the back and outer thigh (not inner). 3. Bring leg up and back down to step 1. <p>DO: keep back straight, focus on moving the hip of standing leg forward</p> <p>DON'T: just bend forward at the hips, begin by leaning forward, lean back in order to get leg up, tense shoulders, lock knees of standing leg</p> <p>BEGINNER: do not bring non-standing hip as forward</p> <p>ADVANCED: extend arms to toes safely and bring hip further down</p>
<p>Under-the-Table Leg Holds</p> 	<ol style="list-style-type: none"> 1. Sit upright on edge of a chair with a table in front. Lay palms down near the edge of the table so elbows are comfortable and at 90°. 2. Press down on table with both hands and equal pressure. Using your core, lift both legs as high as you can, keeping back straight. <p>DO: look forward, exhale when lifting, keep shoulders relaxed, slowly raise legs, keep toes pointed up</p> <p>DON'T: swing legs forward, lean forward, hold breath, use your arms to lift your legs (rather focus on tightening your abdominals when lifting)</p> <p>BEGINNER: lift one leg at a time, do not lift legs as high</p> <p>ADVANCED: place heavier weight (large book) on lap, move slower</p>
<p>Tricep Wall Push Ups</p> 	<ol style="list-style-type: none"> 1. Stand upright facing the wall, arms-length away, feet slightly apart. 2. Place both hands on wall forming a triangle with your thumb and index finger. Keep arms in line with chest level. 3. Bend elbows at 90° and lower body toward wall without touching it. <p>DO: look forward, tighten abs, soft knees, exhale in step 3, toes forward</p> <p>DON'T: point elbows away from body, lock knees and elbows</p> <p>BEGINNER: make a bigger triangle, position legs closer to wall</p> <p>ADVANCED: make a smaller triangle, position legs away from wall</p>

Source: <http://www.welcoa.org>, <http://www.sparkpeople.com/>, <http://health.howstuffworks.com/>