

Digital wellbeing

 bodhini.in/digital-wellbeing/

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1. Exercise your eyes.
 - Move your eyeballs.
 - Shut your eyes every now and then, Blink frequently
 - Start using the “20-20-20” rule: Every 20 minutes, look away from your screen and fix your eyes on something at least 20 feet away for at least 20 seconds. This will help relax the focusing muscle inside your eyes and reduce eye fatigue.
2. Setting Up a conducive environment.
 - Make sure of a good net connection and uninterrupted electricity
 - Use a bigger screen, preferably laptop instead of smartphone.
 - Try an anti-glare computer screen / spectacle.
 - Use proper lighting.
 - Maintain a good posture while sitting.
 - Use a separate keyboard and mouse so the laptop can be put on a stand and the screen opened at eye level.
 - Use your laptop on a stable base where there is support for your arms, and not on your lap.
3. Be organized, make sure your day is planned and structured with a time schedule.
4. Set boundaries. Don't overextend yourself. Learn how to say “no” to requests on your time.
5. Keep taking regular breaks.
6. Device-free zones and times can help you manage screen time.
 - Turn off the majority of your notifications.
 - No devices in the bedroom for younger children
 - All screens off in bedrooms after a certain time for older children.
 - All screens off at least one hour before planned bedtime.
 - All family members switch off at dinner time.
 - Taking the weekends “off” from social media.
7. Nourish your creative side. Try something new, start a fun project or resume a favorite hobby. Choose activities that have nothing to do with work or studies.
8. Proper Sleep, healthy diet and staying hydrated.
9. Practice regular physical exercises.
10. Take convenient relaxation exercises.
11. Download mindfulness apps. Leverage technology to combat fatigue online. Don't let technology use drain you.
12. Reach out for support if you face burnout.
13. At the end of the day, it is your non productive scanning of the gadget making you annoyed.
If so –
 - Uninstall/block apps/channels that are non productive causing distractions from productive works.
 - Archive unnecessary message and group or exit from them.
 - Block unnecessary communication.
 - Use apps that help in productive spaces online/offline/mindfulness/calander.
 - Fix a time for each activity based on entertainment and non productive work.

- Take time off from the gadget especially during critical hours like before sleep and first hour in the morning.
- Connect to nature, go for walks, involve in physical activity and healing activities like gardening.
- Turn off notifications.
- Spend time doing what you love and with loved ones.
- Switch off from the gadget except for work for 14 days and regulate time after that.