

# 5 Daily Habits for Emotional Well-being

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A Practical Guide from The Universal Group Wellness Program

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## Introduction

Emotional well-being is the foundation of a healthy, balanced life. Small daily habits can make a significant difference in how you feel, think, and interact with the world around you. This guide introduces five evidence-based practices that you can incorporate into your routine to nurture your mental health.

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## Habit 1: Start Your Day with Intention

**Why it matters:** How you begin your morning sets the tone for the entire day. A mindful morning routine helps reduce anxiety and increases focus.

**How to practice:** - Wake up 15 minutes earlier to avoid rushing - Before checking your phone, take 3 deep breaths - Set one positive intention for the day (e.g., "I will be patient with myself") - Write down 3 things you're grateful for

**Quick tip:** Keep a gratitude journal on your nightstand to make this habit stick.

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## Habit 2: Move Your Body

**Why it matters:** Physical activity releases endorphins, reduces stress hormones, and improves mood. Even 10 minutes of movement can boost your mental clarity.

**How to practice:** - Take a 10-minute walk during your lunch break - Do 5 minutes of stretching when you wake up - Dance to your favorite song - Try desk exercises if you work at a computer

**Quick tip:** Movement doesn't have to be intense—gentle activities like walking or yoga are just as beneficial.

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## Habit 3: Connect with Others

**Why it matters:** Human connection is essential for emotional health. Meaningful interactions reduce feelings of loneliness and increase happiness.

**How to practice:** - Call or text a friend or family member - Have a face-to-face conversation (even if brief) - Join a group activity or club - Practice active listening when someone shares with you

**Quick tip:** Quality matters more than quantity. One meaningful conversation is better than dozens of superficial interactions.

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## Habit 4: Practice Mindful Breathing

**Why it matters:** Breathing exercises activate your body's relaxation response, reducing stress and anxiety in real-time.

**How to practice:** - **Box Breathing:** Inhale for 4 counts, hold for 4, exhale for 4, hold for 4. Repeat 4 times. - **4-7-8 Technique:** Inhale for 4, hold for 7, exhale for 8. Repeat 3-4 times. - Use these techniques when you feel overwhelmed, before meetings, or before bed

**Quick tip:** Set a reminder on your phone to practice breathing exercises 2-3 times daily.

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## Habit 5: Limit Screen Time Before Bed

**Why it matters:** Blue light from screens disrupts sleep quality, and poor sleep directly impacts emotional regulation and mental health.

**How to practice:** - Stop using screens 30-60 minutes before bed - Replace scrolling with reading, journaling, or light stretching - Use "night mode" or blue light filters if you must use devices - Keep your phone outside the bedroom

**Quick tip:** Create a relaxing bedtime routine—dim the lights, drink herbal tea, and wind down gradually.

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## Building Your Routine

**Start small:** Choose ONE habit to focus on for the first week. Once it feels natural, add another.

**Track your progress:** Use a habit tracker app or simple checklist to stay accountable.

**Be kind to yourself:** Missing a day doesn't mean failure. Simply start again the next day.

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## Additional Resources

- **EAP Services:** Call 1-844-671-3327 for confidential counseling support
  - **Mental Health Pillar:** Visit the Mental Health section of the Wellness Hub for articles, quizzes, and videos
  - **Wellness Workshops:** Check your email for upcoming mindfulness and resilience training sessions
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## Remember

Emotional well-being is a journey, not a destination. These five habits are tools to support you along the way. Be patient with yourself, celebrate small wins, and reach out for support when you need it.

**You are not alone. The Universal Group is here to support your wellness journey.**

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*For questions or support, contact HR or visit the Wellness Hub.*