

Beyond the Screen: Thriving online and offline



Social media is a great way to stay connected to friends and family. It is also a great way to promote or keep up with a business or build a brand. However, it can easily become a habit to stay online throughout the day, making it difficult to disconnect.

Healthy ways to use social media

When using social media:

1 Use social media actively

- Stay in touch with friends and family by posting life updates or messaging them directly
- Find and connect with people with similar interests or network for professional growth

2 Avoid “doom scrolling” or “lurking” where you only are reading or looking at posted content

3 Don’t compare yourself to others online

- People only post what they want others to see and people’s lives are rarely as perfect as they look on social media
- Social media is not a representation of everyday life or how your life should be
- Influencers have teams helping them create perfect posts including doing their hair and makeup, staging their photos, and editing the photos

Don’t let social media get in the way of your relationships.

When you’re with friends and family, make an effort to unplug. To avoid temptation, silence your phone and put it out of reach when you’re spending time with friends and family.



What are ways to balance your screen time?

Screen time is how much time you spend on your phone, computer, tablet, and any other electronic device. It can include time spent online and on social media. Managing your screen time can help balance your online and offline presence. Here are some ways to do that:



Use your phone’s screen time tools to tell you how long you have been on your device or using certain apps



Set time limits for certain apps. The apps with limits will become unavailable after your time limit is up.

[iPhone](#)



[Android](#)



Scan or click the QR codes to see how to set up time limits



Avoid using screens in the hour before you go to bed – you may find it harder for you to fall asleep



Turn notifications off at night or when you don’t want to be interrupted, so you won’t be distracted.

How to balance screen time at work:

To do your job you need to be present. If you're at work and on your phone that may mean that you're not fully present. Here are tips for balancing screen time at work:

- 1 Check policies about cell phone use to avoid getting in trouble
- 2 Set your cell phone to silent mode or vibrate
- 3 If notifications are a distraction, keep your phone out of sight, or try using Focus Filters (Apple) or Focus Mode (Android) to limit which apps send you notifications during work hours



Some cell phones may have other preset modes to help you in different situations

How to disconnect:

If you find yourself spending too much time online, try to find healthy alternatives. Consider activities that you may enjoy, like:



Going for a walk outside



Reading a book



Trying a new workout class



Enjoying a cup of tea or coffee with a friend



Joining a recreational sports team



Learning a new skill like baking or crafting

Focus on the world around you instead of social media

Practice mindfulness, by living in the present moment and being aware of yourself and what you're sensing or feeling in the moment. Disconnecting from social media can help you stay present, feel less anxious, and reduce stress. Here are some other tips:

➔ Pay attention.

Take time to experience your environment with all your senses – touch, sound, sight, smell and taste.

➔ Live in the moment.

Bring attention to everything you do without judging. Find joy in simple pleasures.

➔ Focus on your breathing.

When you have negative thoughts, sit down, close your eyes and focus on taking deep breaths. Do this for at least a minute.

➔ Accept yourself.

Make a list of all the things you like about yourself. Be kind to yourself, speak to yourself the way you would speak to your best friend.

Use the QR code to access resources to help you be more mindful.

