



BASIC PRINCIPLES OF ENERGY CONSERVATION/ WORK SIMPLIFICATION

1. Plan your day/activity
 - Plan events at times when your energy level is good.
 - If you have several large projects, spread steps of the projects out over the course of the day or week, so the projects can be completed without total frustration.
 - Plan your tasks so that you do not overwhelm yourself with too many projects in too little time.
2. Organize/prepare yourself
 - Work on a few tasks in the same area before starting your travels through the house or your drive in the community.
 - Bring all the items you need for a task together before you start.
 - Prioritize your tasks so those most important get accomplished and those that can be postponed are left for later.
3. Pace yourself and remember to rest
 - More can be accomplished at a slow, steady pace, then to rush and fatigue yourself.
 - Incorporate short rest periods into the activity/day so that you avoid exhausting yourself.
 - If you pace the heavy and the light tasks, you will have more energy for the fun stuff.
4. Sit rather than stand
 - If you are sitting, you have more energy for the task versus doubling the load by standing and working.
5. Don't be afraid to ask for help
 - If a particular task is very energy-consuming or frustrating, ask for help or even partial help, so the task can be completed and a sense of accomplishment obtained.

Try to maintain your independence but recognize your limits!