

Fitting Fitness Into a Busy Day

You have probably heard most of the benefits of physical fitness. Besides strengthening your heart and improving your appearance, many people report that their stress level drops, their sleep improves and they develop a more positive self-image. But how can you fit fitness into your busy schedule?

Including Fitness in Your Work Day

Fitness really doesn't require much time. A 20-to-30 minute workout three times a week is all you need to significantly boost your cardiovascular fitness. This type of workout includes at least 15 minutes of vigorous exercise and some time to warm up and cool down. The lunch hour or just before or after work are the best times for most people. Your workout days can be *any* three days.

What's Your Target Heart Range?

For a safe and effective workout, stay within the target heart range (number of heartbeats) for your age group. Target heart ranges for 10 seconds are shown below:

Age	Range
20	25-30
30	23-28
40	22-27
50	20-25
60	18-23
70	17-22

This information is not intended as a substitute for professional health care. Always follow your physician's advice.

What Kinds of Activities Are Best?

Jogging, vigorous walking, swimming, tennis and aerobic dance are all good forms of exercise. And arranging to exercise with other employees can boost your moral support.

Making Fitness a Habit

The fitness habit can extend beyond your three workouts a week. For instance:

- Take the stairs instead of the elevator. Or walk a few flights and then take the elevator.
- Park your car at the far end of the parking lot and walk farther.
- Hand-deliver messages rather than phoning them.
- If possible, walk or

bicycle to work or on errands. Doing it even once a week will make a difference.

What other ways can you think of to increase your daily exercise?

Getting Started

You can start enjoying the benefits of your exercise program in no time. Get your calendar out now and find a slot for your first exercise sessions. Pencil them in along with your other important commitments.

By setting aside 20 to 30 minutes three times a week for vigorous activity and by putting a little extra activity into your daily routine you can enjoy a new sense of health, relaxation and productivity.

