



EMPLOYEE ASSISTANCE OF THE PACIFIC, LLC

EAP & PAP Newsletter

September 2021

The Joys (?) of Zoom/Team Meetings

Since the Coronavirus hit, many of us have been having meetings via Zoom, Teams, or the like. This has been an amazing way of doing business, has saved interisland travel for many of us, and provided a stunning access to people globally, especially for those working from home. However, it hasn't removed all meeting challenges and has in fact added a few more. "Zoom fatigue" is a new term, and we wanted to relay some helpful hints to help deal with the challenges of this medium.

Zoom fatigue: *the physical, emotional, and mental tiredness, worry, burnout and general annoyance and distress associated with the overuse of videoconferencing.*

SYMPTOMS OF ZOOM FATIGUE

- Avoiding, canceling, rescheduling meetings
- Turning off video and audio during meetings
- Multitasking during meetings
- Feeling drained, tired, stressed, or anxious after meetings
- Eyes hurting from looking at screen
- Back and neck pain
- Irritability after meetings

CHALLENGES

- Sometimes it's hard to "read a room" during a meeting. Visual, auditory, and kinesthetic cues are adjusting and readjusting. Our eyes and brains get tired. Speakers giving a training to all blank screens get zero feedback.
- Trying to act engaged or interested takes energy. Our brains and bodies get tense and if there is more than one speaker our eyes dart around trying to focus from one to another.
- Tech Failure. The video or audio glitches. Frustration ensues. Not everyone deals with frustration well.



[continued]

Creative Ways for COVID-19 Spare Time

With our Coronavirus number up again, what positive things are you doing during your free time to practice good self-care? Here's a list of some ideas to consider:

- Send postcards to friends across town
- Watch a travel show on the Discovery channel
- Try a new veggie meal, herbal tea, or something healthier than usual
- Listen to an entire opera
- Learn to sing or play a new song
- Watch a TED talk on a new topic
- Write a play or start your novel
- Find a new solitaire or smart game
- Set up a weekly Game Night
- Launch a family "dance party"
- Pick a theme for a movie marathon
- Find a YouTube video or Stand-Up Comedy show that makes you laugh
- Watch hula online
- Binge watch an entire season of a TV series
- Try out a sudoku or crossword puzzle
- Create a picnic on a blanket in the living room
- Pick up one flower blossom or treat yourself to a bouquet
- Make a photo scrapbook of a special moment, person, holiday, or event
- Keep a journal to express your feelings and gratitude
- Create a vision board for "After Covid" fun plans
- Rearrange furniture for a new look
- Draw, Paint, Doodle

[continued]



EMPLOYEE ASSISTANCE OF THE PACIFIC, LLC

(808) 597-8222

Toll-Free (877) 597-8222

www.EAPacific.com

EMPLOYEE ASSISTANCE OF THE PACIFIC, LLC

1221 Kapiolani Blvd., Suite 730

Honolulu, HI 96814

Counselors are available across Hawaii.

Legal/Financial/Eldercare/ID Theft/Mediation Consultation is also available.



EMPLOYEE ASSISTANCE OF THE PACIFIC, LLC

Physician Assistance Program

(808) 597-8229

Toll-Free (877) 597-8222

www.HawaiiPAP.com

Zoom/Team Meetings (continued)

- Questions -- Am I on screen or not? Does it matter? Should I look at the person speaking? Can I mute and turn off my video and leave the room to make soup? Should I turn my video off like everyone else or let people know I'm interested and engaged? All these questions add to generalized anxiety between speaker and recipients.

HELPFUL TIPS

- Avoid multitasking during meetings.
- Schedule breaks between meetings or during long meetings.
- Turn off self-views – don't watch yourself.
- Shorter meetings reduce Zoom fatigue.
- If you need multiple meetings, change it up. Make the next meeting a group phone call, or a chat-only meeting with no webcams.

MAJOR TIPS

- Listening helps us think. Take notes. It is easier to focus when you are taking notes, even making doodles help the mind's ability to stay on track.
- Stretch your legs. Even in long live meetings, there is always someone who needs to stand up and stretch or take a nature break. (Make sure you mute!) But don't leave a Zoom meeting any more than you would leave a face-to-face meeting, and make sure you aren't missing something important.
- Give participants a break to turn off their cameras for a part of the meeting.
- Schedule shorter meetings. Use an agenda, keep to it, and don't get derailed by sidebar discussions.
- React with emoji to let hosts know your thoughts when it's appropriate.
- Look your best. Check your appearance, lighting, background, perspective of the camera, and sound. Eliminate distractions. Then don't concentrate on YOU during the meeting. Look into the camera as much as possible. And mute yourself for most meetings if you're not talking.

Articles On Our Website

Did you know about all the resources available to you from your EAP's website? Here are a few examples:



5 TIPS FOR WORKING FROM HOME STRESS-FREE (PARENT'S EDITION)

This is an article written by James E. Porter, CEO of StressStop.com and is used by permission. When I started...

[Read More](#)



SUPPORTING TRANSGENDER, NON-BINARY, AND/OR GENDER NONCONFORMING EMPLOYEES

Making the workplace an inclusive and affirming place for employees who are transgender, non-binary, and/or gender nonconforming...

[Read More](#)



8 SIMPLE WAYS TO CREATE A MENTALLY HEALTHY WORKPLACE

Many business leaders assume an employee's mental health is none of their business. But...

[Read More](#)



MINDFUL EATING

Mindfulness simply means paying attention. A downloadable handy tool to help you eat more mindfully.

[Read More](#)



SIGN UP FOR 52 WEEKS OF WELL-BEING

You can sign up to receive weekly emailed tips for a year that help you build your resiliency. Written by our own Dr. Vali Hawkins-Mitchell...

[Read More](#)

(If this is a pdf you may be able to click the links to each article above!)

Check out your EAP's website at

www.EAPacific.com

Or your PAP website at www.HawaiiPAP.com

Please note that work/life services (legal, financial, eldercare, ID theft, mediation) are available to most, but not all, EAP customers. Call us if you have a question.

Covid Spare Time Ideas (continued)

- Sign up for [52 Weeks of Well-Being](#) on our website's home page
- Dig through your cookbooks and recipe cards to find the next easy/healthy idea
- Schedule a FaceTime/Skype/Zoom meeting with friends and family
- Knit, crochet or do needlework
- Join an online exercise group

EAP and PAP provide short-term confidential counseling and work/life services, provided to you by your employer, that can assist in identifying and resolving issues that may be interfering with your job or personal life. Access to our experienced counselors and work/life services is available across the Islands and can be contacted by phoning or emailing our Honolulu office.



EMPLOYEE ASSISTANCE OF THE PACIFIC, LLC

1221 Kapiolani Blvd., Ste. 730

Honolulu, HI 96814

EAP: (808) 597-8222 PAP: (808) 597-8229 Toll-Free (877) 597-8222 info@eapacific.com