

# CORONAWHAT?

**A useful kit of advices to preserve your mental health :**

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# ADVICES

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## For adults - Effective home office

### 1. Plan in advance

The basic for a good home office is to plan in advance the working sessions. For that, you can use a weekly organizer (c.f. p.7 in this document). You can also block the same time slots each day, allowing you to ritualize the work and thus make it more efficient.

### 2. Designate the workspace

Choose to work in 1 or 2 precise rooms within your home. Designate clearly the place you will use for work.

**Please note:** Don't choose the bedroom for your working place. Your brain will identify this room as your working room → This is the best way to create some difficulties falling asleep or to create a persistent sleep disorder.

**Tip:** If you have children, you can have fun delineating this workspace for yourself and for them with the help of colored tape that you place on the floor. This can be a fun family activity.

### 3. Set limits or goals to achieve ?

**Answer :** During this period, it is essential to set **limits** regarding home office !

Usually, this limit is imposed naturally by leaving the office to go to home. However, at the moment, we no longer have these spatial references, so it is important to set conditions so as not to feel overwhelmed by work.

**Please note :** the risk of burnout is more present during this period.

**Tip :**

- a.) Silence all discussion groups (applications) concerning work after 7 p.m.
- b.) Disconnect your professional videoconferencing account after 7 p.m.
- c.) Do not consult your professional emails after 7 p.m.
- d.) Post a message on your status on your applications to inform your business contacts of your availability.

For example, my status on the WhatsApp application is as follows:

« **Available until 7.p.m for work, in case of emergency please phone »**

**Emergency:** If you are afraid of missing an important call, put your phone on ringtone mode. In case of an emergency, your colleagues will go by phone and not by email or message.

## **4. Shower and get dressed**

Oh yes ! Even if you are at home all day, you have to get ready in the morning. It's not about putting on your 3-piece suit but opting for comfortable clothes that you usually use for going to work. Washing and dressing are part of our daily rituals that send signals to our body and mind. This simple action will allow your body to go from a rest (sleep) mode to a more active (work) mode.

**Tip :** Keep clothes for sleeping (pajamas - I hate that word, don't you?) And keep clothes exclusively for the day.

## **For Adults and Teenagers - Activities**

### **5. Change activities**

Our daily activities are disrupted and the balance we had is upset because of the coronavirus (we hate it). It is natural for you to feel lost, stressed or anxious at this time.

Indeed, we are not used to being at home for so long and we can feel different emotions, sometimes unpleasant. I suggest a little tip to overcome this problem.

**Tip:** The nature of all of our activities is not the same—> some activities are intended to be **entertained**, others to **rest** or some to **learn** new things.

Depending on your needs, you can balance your week at home.

## Categories :

### 1) **Rest your « brain », soothe yourself, feel better**

If you feel stressed or anxious (see section managing anxiety), add one or more activities of this type to your week (see planning).

### 2) **Connect, socialize, feel less alone**

If you feel isolated, add one or more activities of this type to your week (see planning).

### 3) **Learn, master a new technique or new skills**

If you wish to continue to keep a regular rhythm, take up new challenges and change your ideas, add one or more activities of this type (see planning).

### 4) **Have fun and take advantage of the time available**

These activities are also an important part of the week because they allow you to breathe and have fun. Also remember to keep some of your time to relax (see planning).

### 5) **Stay in shape, exercise, evacuate negative emotions**

If you do not feel fit and you find it difficult to manage the excess of emotions, add one or more activities of this type (see planning).

### 6) **Solidarity and helping the vulnerable**

These activities will allow you to contribute to society. Everyone can participate according to their means and availability (see planning).

## 6. Try new activities

Adding new activities will allow you to break the weekly routine. It will also allow you to motivate yourself and learn new things. It is an effective method to fight boredom.

**Tip:** below is a list of activities that we don't necessarily think about.

I also added a sample schedule that works for me. You don't have to plan **the whole week**, you can do it **day after day** or just **improvise** at the moment, taking into account the balance of the categories listed

below (  ,  ...) and according to **your** needs.

**Important tip:** Above all **have fun** and **relax!** No need to pressure yourself, no one is looking at you.



### Rest - soothing:

- a) Meditation via apps or books
- b) Yoga via apps or books
- c) Do relaxation exercises (see **p.9**)
- d) Record your emotions on a notebook
- e) Do sorting
- f) To do the housework
- g) Draw, paint+ 
- h) Watch a movie « feel-good » + 
- i) Doing small jobs that have been waiting for years (I'm full too, don't worry)
- j) Take time for family discussions



### Link- social support :

- a) Eating online with a friend, colleague or family member
- b) Have a coffee online with a friend, colleague or family member
- c) Play online games with friends + 
- d) Watch series online and be able to comment on series live with friends + 
- e) Family cooking
- f) Get back in touch with someone we lost contact with



### Learning - discovery

- a) Learn a new language via an app
- b) Learn a new cooking recipe via books, videos on social networks
- c) Take MOOC free courses from universities
- d) Visit an museum online
- e) Visit an aquarium online



### Entertainment

- a) Participate in challenges on social networks
- b) Play a video game
- c) Install a quiz (game) app on general knowledge
- d) Transform your dining table into a ping-pong table
- e) Take part in a joke contest with friends + 



### Exercise, fitness

- a) Follow « workout » videos on social networks
- b) Do a fitness trail at home
- c) Do family exercises to motivate yourself
- d) Exercise with a friend online



### Solidarity, volunteering

- a) Help an elderly person do his shopping
- b) Go to the pharmacy for a vulnerable person
- c) Applaud medical, social, military personnel ... on the balcony at 9 p.m.
- d) Help according to your profession the structures which seek volunteers

# PLANNING IDEAS

## For adults and teens

Lundi	Mardi	Mercredi	Jeudi	Vendredi	Samedi	Dimanche
Breakfast 	Breakfast online with a friend 	Breakfast + Yoga 20 min 	Breakfast + 1 small sports session 	Breakfast 	Sleep 	Sleep 
Home-office 	Home office 	Home office 	Home office 	Home office 	Brunch 	Mega Brunch 
Lunch with a family member 	Lunch on the balcony 	Order food at home 	Lunch + do nothing 	Go food shopping 	walk 	Make calls to everyone 
Home office 	Home office 	Home office 	Home office 	Home office 	Visit a museum Online 	1 sports session 30min 
1 Série (3 épisodes max) 	1 sports session 30 min 	Learn 1 new language 30-45min 	Introduction to meditation 10 min 	A little nap 	Read 1 book (A few pages) 	Walk 
Cooking a new dish → online video 	Walk with your dog or imaginary dog 	Go shopping for elderly neighbors 	Sort everything and anything 	Play indoor ping-pong 	Play online games with friends 	1 movie « feel-good » 

# AUTONOMY - PLANNING

## For kids

This period is also an opportunity to work on the autonomy of your children. Below are some tasks that children can do on their own. The idea is to make all of this fun in the form of a game: The child puts his crosses according to his analysis and the parent box is reserved for you. **Count the points** and from **35 points** per week, register an activity that you will carry out with him/her or in family at the end of this period (his/her favorite restaurant, a laser game, a cinema ...)

Order of the day	Week from ... to ....	1 point	2 points	3 points	Parents
1	I woke up alone 				
2	I showered and brushed my teeth alone 				
3	I dressed alone 				
4	I had a healthy breakfast alone 				
5	I did the homework with or without help 				
6	I have contacted at least one friend or family member per day 				
7	I had time to do activities that i enjoy every day 				
8	I had fun during the week 				
Total	Selected activity :				

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# FURTHER ADVICE

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## 7. Manage the stress and anxiety generated by the situation

### A) Sort the information to which you are exposed

**Chat apps**—> Some groups are only talking about the Coronavirus at the moment and it can make you feel suffocated. In addition, a number of false information is circulating on these groups

**Tip:** Take the last 5 messages on this type of group and ask yourself the following 3 questions

**Question 1. Frequency.** Have the last 5 news been posted in less than 10 min ? If yes, put on silence.

**Question 2. Reliability.** Do I have any doubts about the authenticity of the last 5 pieces of information ? If yes, leave the group.

**Question 3. Feelings.** Does this group give me positive or negative emotions ? If negative, leave the group.

**Important tip :** Get the information from reliable sites.  
For Ex. Official website of your country, hospitals or universities.

### B) Given the current situation, it is normal to feel anxiety or stress. I'm giving you some simple exercises below to get those emotions out of the water right now

#### Exercise 1.

- Take a softball that you can press in your hand
- Close your eyes
- Take a breath and squeeze the ball at the same time
- Exhale and release the pressure on the ball
- Repeat the action 5 times or until you are appeased

#### Exercise 2.

- Find a quiet place in your apartment
- Put on soothing music
- Reconsider the situation with positive words
- Explain all possible solutions to solve this problem
- Put one of the solutions into practice
- Write on a notebook if this solution worked and calmed you down

Example:

I feel alone at home, I need to see people.

- → 1) My body expresses a natural need : social contact
- → 2) I can : call a friend, send a message to a family member, speak to my neighbour from my balcony, make a video call to a colleague...

### Exercise 3. Special sleep problems

- Lie on your back and palms resting on your mattress
- Close your eyes
- Breathe slowly 3 times and try to focus on the movement of your rib cage
- Imagine yourself in a peaceful place that you particularly like (f.e. beach)
- Breathe slowly again 3 times
- Imagine an energy slowly rising from your toes to your head. As this energy diffuses through your limbs, your body becomes inseparable from the mattress
- Keep breathing slowly until you fall asleep

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# WARNING SIGNALS

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## Exercises for kids and teens

It is essential to take stock of our mental health from time to time during this sensitive period. However, it is not easy to take stock of other family members, especially children.

I therefore propose 1 extremely simple exercise for **children** which can give you valuable information:

At the end of the day, suggest these emotions below to your children and ask them how they are feeling right now:



Then, depending on the answer, simply open the discussion.

For **teens**, take an interest in the games they play, try to play a game with them and start a conversation. You will have a lot of information and you will create links.

# WARNING SIGNALS

## Check-list for kids and teens

To go further, I offer a small list easy to complete.

Depending on the answers, I suggest some possible solutions. You can add your own.

Check-list kids-teens	Yes	No	What I can do
My child is communicating less and less with friends or family members			<ul style="list-style-type: none"><li>- Start a conversation</li><li>- Do more activities with him/her</li><li>- Connect with the people she/he loves</li></ul>
My child has lost interest in his favorite activities			<ul style="list-style-type: none"><li>- Suggest new activities</li><li>- Encourage play and playful means (motivation)</li></ul>
My child has trouble eating or eats much more than usual			<ul style="list-style-type: none"><li>- Eat at regular times</li><li>- Eating as a family</li><li>- Reassure the child and take the time to talk</li></ul>
My child has trouble falling asleep or sleeps much more than before			<ul style="list-style-type: none"><li>- Maintain a regular lifestyle (hours)</li><li>- Suggest exercises that facilitate falling asleep</li><li><b>p.10</b></li><li>- Avoid screens 1 to 2 hours before sleeping</li></ul>

It is normal given the situation that some of these signals appear during this period and you can find effective solutions by contacting him / her.

However, the **accumulation** of these factors may indicate persistent discomfort. If you see that the situation is deteriorating and hindering the proper functioning of his daily life, you can contact the resources suggested below. If in doubt, contact a help line (**147 for Switzerland**) at any time for advice.

# WARNING SIGNALS

## Check-list for adults

Check-list Adults	Yes	No	What I can do
I often feel anxious right now			<ul style="list-style-type: none"> <li>- Try activities that calm you down see activities <b>p.5</b></li> <li>- Try the anxiety exercises <b>p.9</b></li> </ul>
I am less motivated to do activities that I enjoy			<ul style="list-style-type: none"> <li>- Do new activities <b>p.5</b></li> <li>- Take time to rest and relax</li> <li>- Limit the home-office</li> </ul>
I have trouble falling asleep or I sleep a lot more than usual			<ul style="list-style-type: none"> <li>- Promote activities that soothe before sleep</li> <li>- Avoid screens 1 to 2 hours before going to sleep</li> <li>- Turn off Wi-Fi - 4G on mobile phone</li> <li>- Try the exercise to fall asleep <b>p.9</b></li> </ul>
I have difficulty eating or I eat a lot more			<ul style="list-style-type: none"> <li>- Maintain a regular lifestyle (hours)</li> <li>- Eat at regular times</li> <li>- Eating as a family</li> <li>- Reassure</li> </ul>
I isolate myself more easily right now			<ul style="list-style-type: none"> <li>- Schedule calls</li> <li>- Favor positive people</li> </ul>

It is normal considering the situation that some of these signals appear during this period. you can deal with it with some of the solutions suggested in this report, or find others by talking to your relatives.

However, the **accumulation** of these factors may indicate persistent discomfort. If you see that the situation is deteriorating and hampering the smooth functioning of your daily life, you can contact the resources offered below. If in doubt, always contact a help line (**143 for Switzerland**) for advice.

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# RESOURCES

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There are a multitude of resources available depending on the situations encountered, I offer only the essentials to facilitate your procedures:

## For kids and teens :

### Therapists:

- The referent psychologist / psychotherapist for your child -> Consultations are held in videoconference
- Your family doctor —> by phone

### Helpline :

#### Switzerland:

- Dial **147** Pro Juventute (Switzerland only) —> free number, a psychologist or an advisor answer 24/24 and 7/7

#### Other countries:

- Depending on your country, please inquire.

## For Adults :

### Therapists :

- Your referent psychologist / psychotherapist -> Consultations are held in videoconference
- Your family doctor —> by phone

### Helpline :

#### Switzerland:

- Dial **143** Main tendue (Switzerland only) —> 24/24 and 7/7

#### Other countries:

- Depending on your country, please inquire.