

## Stopping in the Right Way to Boost Productivity

*By Irene Roth*



What if I said that you can be more productive if you learned how to stop and rest at the right time? It sounds counterintuitive but there is a lot of truth to it. In fact, there are many psychologists and philosophers now who are exploring this theme in their work lives and their findings are absolutely wonderful.

We all live in a 24/7 world that never stops. Many employers want us to keep on working such long hours that we don't even remember the last time we had a day off or took a vacation day. Overworking, however, is a recipe for lower productivity and knowing when to stop is the key to being our best in our creative lives.

Although this article is geared for writers and creative individuals, it can also be relevant to everyone who does any kind of work. We all need to take some time to rest and to know when to stop in order to be most successful the next day.

Creative people get a bigger boost from taking breaks than other people. This is because the subconscious mind of creative people works hard, even when they are taking a break. In fact, many times, creative people get breakthroughs when they take a break after working at their desks for a few hours.



However, we have to be self-aware enough to know when to stop. In other words, we must stop at a strategic point and start again tomorrow for best results.

Here are a few keys for creative people to be at their best:

- Learn to stop working at the right time in your work encourages a steadier, more sustainable approach to your work. You will also know exactly where to start tomorrow, and you won't have to fumble, wasting time and energy.
- Cultivate a morning or afternoon routine that creates space for more focused work and fulsome rest. When you create times when you are focused at work then you have space for stepping away from your desk and resting.



- Use walks to restore creative energy and promote creating insight. Many times walks can help to generate new ideas. Not only are you getting exercise, but you are also find time to just be in nature and breathe deeply. Many times you come back from your walk refreshed.

• Stopping at the right time requires an understanding of the demands of your work. We all have to tinker with what we have to do and work as efficiently as possible. Only then will it be possible for you to take some much needed breaks to restore your energy.



• Monitor your energy and attention and appreciate how focused attention can become patterns in a creative life. Given the fact that our attention is scattered a lot of the time because of technology and our modern world, it can be hard to be attentive and learn how to work in a focused manner. However, with a bit of practise, this is possible to achieve.

By taking these steps, you will be taking a break from your work and taking a rest. By knowing what the right time to stop is, you can become more productive and the best you can be.

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Irene S. Roth writes for teens, tweens, and kids about self-empowerment. She is the author of over thirty-five books and over five hundred online articles. She also has four hundred and sixty published book reviews both online and in print. In addition, she published a book about on how not to scattered in our culture. Please double click on this link for more information.

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