


Chris Ogden's 8 top tips to find your work Zen

- **I minimise leftover emails** in my outbox. Leftovers mean the pile is queuing up for tomorrow. Instead, I forward any emails I am not directly needed for to the right team member internally.
- **Be healthy.** Do what pleases you on this level, but be active in some way: it clears your mind and obliterates unimportant things.
- **Support your “other” passions**, not just the work one.
- **Practice what you preach** – failure to do so makes you a bad leader.
- **Plan tomorrow tonight**, from diary items to your “to do lists”.
- **Flush your mind** – don’t do the same thing every day. Mix it up, go to a seminar that isn’t exactly in the same space as you, drive a different way to work. Don’t get stuck in a rut – it makes you stale.
- **Learn to prioritise.** So often we get stuck in the meaningless stuff purely for comfort reasons.
- **Have a mentor**, No matter how big you think you are, there are always bigger fish with something to teach you. »



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