Work Excel.com

Effective Articles. Empowered Employees.

Visibility for Your EAP.



WorkExcel.com's new flagship newsletter and "power tool!"
A productivity newsletter for the workforce with a behavioral risk reduction focus that employers and employees want!

Two pages, not four—with an upscale look. Full color. Available in print, digital pdf, or both. You choose the frequency.

Boost EAP utilization rates like never before.

Make requests and contribute to future article content ideas with our exclusive "Subscriber's Input Hotline".

Published, written, and guided by employee assistance and workplace wellness professionals like you!

No lengthy features that "over-educate" or inhibit referrals to your EAP.

Professional, corporate, fast-moving, and punchy with tips, health news-bites, and "actionable" articles.

Here's what your peers are saying about the WorkLife Excel newsletter...

"...WorkLife Excel has excellent content, a very professional looking appearance, and reflects well on you and the entire Office of Employee Assistance (U.S. Congress EAP). Thank you to all of you for taking the time to deliver such a high quality product!" "Let [WorkExcel.com] know how his content has resonated with [top management.]"

Executive Management U.S. Architect of Capitol for U.S. Congress

"When I distributed
WorkLife Excel newsletter,
my companies instantly saw a
true corporate-level publication
and positive view of my EAP
company.
Employees love it! You can
instantly tell the articles are
written by an EAP pro.
Dan, awesome job! Thanks!"

Joe Lemmon, LCSW-C, CEAP, SAP, President HR Workplace Solutions, Inc. Baltimore, Maryland "I rely on you and your publications more than you know. My employees love it! So do I. :-) Great Job!"

Patti Matthews, Owner Comprehensive Worklife Solutions Boardman, OH

"Dan, WorkLife Excel has given me the opportunity to reach all employees I serve. The information is timely and useful! The topics address issues faced by both employees AND managers."

Jim Seng, EAP Manager Warren Hospital Warren, New Jersey

"Dan, thanks for your professional work. Your WorkLife Excel newsletter is getting rave reviews from our clients. We are very proud to have our name on it!"

Clancy Yeager, EAP Manager Phoenix Connection Perrysburg, OH



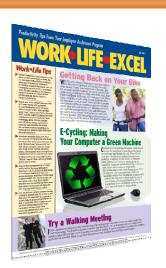
Work Life Excel[®] is the only wellness and productivity newsletter written both by mental health and employee assistance professionals with extensive experience.

Articles delve deeper and give employees practical information and actionable tips on increasing productivity, enhancing wellness, improving workplace relationships, and balancing work and family. Work Life Excel[®] inspires employees with fast-moving, lively, and energetic articles that don't just get read—they get remembered.

Work Life Excel[®] also keeps the employer's needs in mind for increased productivity and reduced behavioral risk and exposure by including articles on safety, injury prevention and recovery, stress management, and better customer service...and your EAP stays a visible part of the company

Work Life Excel® focuses on:

Work-life balance - improving productivity - managing stress - improving work teams - promoting a respectful workplace - improving coworker relationships - safety tips for employees at home and at work - improving customer service - customer service stress management - motivational to encourage help-seeking behavior - achieve goals - improving relationships with one's supervisor - boost personal performance on the job - recovering faster after on-the-job injuries - better family living - teenager issues - coping with personal crisis - preventing on-the-job violence - selected health and productivity news bites from PR Newswire and the U.S. Dept. of Health and Human Services.



(A) Pricing Chart: PDF ONLY

PDF Used for # Covered Employees	Price for 12 Issues	Price for 6 Issues	Price for 4 Issues
1-99	\$315*	Not Available	Not Available
100 - 250	\$569*	\$455*	Not Available
251 - 499	\$861*	\$570*	Not Available
500 - 999	\$1489	\$629*	\$562*
1,000 - 2,499	\$1489	\$899*	\$695*
2,500 - 4,999	\$1896	\$976*	\$715*
5,000 - 7,499	\$2121	\$1155	\$738*
7,500 - 9,999	\$2438	\$1324	\$971*
10,000 - 14,999	\$2754	\$1499	\$1100
15,000 - 19,999	\$3070	\$1672	\$1227
20,000 - 24,999	\$3387	\$1846	\$1355
25,000 - 29,999	\$3703	\$2120	\$1483
30,000 - 49,999	\$4219	\$2594	\$1608

Over 50,000 phone for price. *Add \$150 per year if requesting logo and unique sub-heading.

Order WorkLife Excel Today!

- Simply fill in the number of employees and price using the accompanying order form or phone us at 1-800-626-4327 for help.
- Use the pricing charts to determine the best pricing options for your organization.
- Your employees will love WorkLife Excel®. Employees will instantly recognize its richer content, and agree that it is a more exciting health and productivity newsletter.
- Employers will be impressed how articles meet their needs too, not only for healthier and happier employees, but also for helping employees improve their productivity and relationships at work.

NO RISK GUARANTEE

As a new subscriber, if you decide within 90 days that WorkLife Excel is not for you, we will gladly refund 100% of the price you paid for your subscription!

Daniel A. Feerst. Publisher



(B) Pricing Chart: PRINT AND PDF

PRINT QUANTITY	Annual Price Per Employee Monthly (12)	Annual Price Per Employee Bimonthly (6)	Annual Price Per Employee Seasons/Qtr. (4)
10 - 250	\$7.42	\$4.08	\$3.01
500	4.73	2.60	1.99
750	3.83	2.10	1.85
1000	3.01	1.66	1.45
1500	2.51	1.39	1.23
2000	2.11	1.30	.87
3000	1.77	1.19	.74
4000	1.62	.93	.70
5000	1.39	.78	.60
6000	1.30	.76	.59
7000	1.24	.73	.55
8000	1.18	.69	.54
9000	1.16	.66	.53
10,000	1.15	.65	.52
11,000	1.06	.62	.51
12,000	1.02	.56	.50
13,000	.99	.55	.49
14,000	.98	.54	.48
15,000	.94	.52	.47
16,000	.92	.51	.46
17,000	.90	.51	.45
18,000	.90	.51	.44
19,000	.88	.49	.43
20,000	.87	.48	.42
21,000	.85	.47	.41
22,000	.84	.47	.39
23.000	.83	.47	.38
24,000	.83	.46	.37
25,000	.82	.46	.365
26,000	.82	.46	.36
27.000	.81	.45	.355
28,000	.81	.45	.35
29,000	.81	.45	.345
+30,000	CALL	CALL	CALL

INSTRUCTIONS: (Prices subject to change without notice)

Imprinting: Add \$150 per year for imprinting logo/subtitle information on newsletter. Choose location "A", "B", or both. (See below) E-mail art or text marked for each location to publisher@workexcel.com

(Logo imprinting Not available for orders <u>under 50 employees</u>.)

When ordering your logo and "caption", <u>please identify information for locations A and/or B as shown</u> below.

Shipping: Paper prices do not include 7% UPS shipping and handling. See order form for shipping information.

Print-ready PDFs are without additional charge. You may photocopy your print-ready PDF or take it to your own print shop AND SAVE!

Imprint Location "A": Logo



Imprint Location "B": "Caption"





WorkLife Excel® Order Form

Ordering Help: 1-800-626-4327

CHOOSE A OR B ONLY. If you need both Print and PDF, complete two forms.		
A PDF B PrintMonthlyBimonthlyQuarterly	Order Date:	
Price (See Chart): No. of Employees:) \$		
Logo Imprinted? Add \$150 (free over 1000): + \$	Payment Method:	
[B] Shipping for Printed: Add 7% + \$	P.O.# Bill My Organization	
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Happy, Healthy & Productive Workplaces

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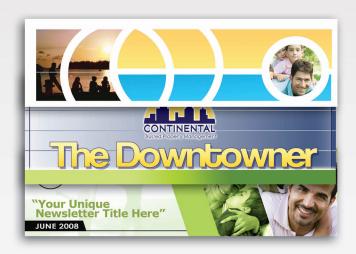


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Nameplates are only \$75! Once completed, simply paste the nameplate to the top of your newsletter each month when it arrives in your email. MS Word or MS Publisher! To request a super, great looking and original nameplate, give us your chosen newsletter name, your web site URL, and email your logo. We will do the rest! Need changes? One change is free. Additional changes are only \$10.







WORK-LIFE-EXCEL

Work Life Tips

- You probably aren't feeling a lack of vitamin D, but if you are a two-job, commuting early riser who gets home late at night and never sees "the light of day," you may not be getting enough of it. Some nutrition research experts believe half of adults are vitamin D deficient. Vitamin D has been heavily researched. It's a nutrient required by your body for many things, all of them critical, including possibly cancer prevention. Sunlight is a key source of vitamin D, and so are fish and fortified milk. If you need a supplement, talk to your doctor. Some experts think the recommended daily adult requirement is too low. (Source: Office of Dietary Supplements, National Institutes of Health)
- Did you purchase a money-saving appliance in 2009 or 2010? You could spend up to \$5,000 during this two-year period on one or more products for your principal residence that you own and live in, and get 30% or up to \$1,500 (30% of \$5,000 = \$1,500) back as a tax credit. Follow the instructions and deduct it. If you got the entire \$1,500 credit in 2009, then you can't get anything additional in 2010. Get all your questions answered at www.energystar.gov.
- The highest form of respect is to listen well to others. If you don't listen well, it is probably not because you are distracted or face a language barrier. It's probably because you don't see the most important reason of all: "What's in it for me?" Listening well is seldom just about courtesy. Real motivation comes from believing you may gain something. To improve your ability to listen with empathy, convince yourself that you will gain something-if not from the information then from the experience itself. One certain thing you will gain is improved relationships on the job.



Reasons to Exercise More in 2011

Do you need better reasons (or more reasons) for exercise to boost your motivation? It could make a big difference. Keep the following list handy, and consider how many of the reasons listed here fit your purposes for exercise: 1) reducing stress, 2) reducing blood pressure, 3) role

modeling healthy behaviors for your children, 4) feeling better, 5) reducing fatigue, 6) improving sleep, 7) feeling a sense of achievement, 8) releasing endorphins to relax mood, 9) taking a break with a positive distraction, 10) showing "them" and proving to yourself that you can do it, 11) reducing cholesterol, 12) improving heart health, 13) improving stamina and energy, 14) increasing life span, 15) improving muscle tone, 16) getting more sun and vitamin D by exercising outside, 17) reducing risk of burnout, 18) fighting depression, 19) reducing isolation and increasing interaction with others, 20) achieving a better work-life balance, and 21) improving your fight against diabetes or "pre-diabetes" symptoms. Can you think of more?

Tips for Talking with Kids

ood parent-child communication yields more cooperation Gand a warmer relationship with your child, and it improves self-esteem. If you're experiencing conflicts and nagging, experiment with new communication techniques to see if changes emerge. The classic I-statement puts responsibility on your child to act and is an aid in teaching initiative. Example: There's a chocolate ice cream smear on your child's face. Instead of saying, "Oh, look at you! You made a mess of that ice cream!" say only, "I see a big ice cream smear on your face." A child who is familiar with I-statements will usually wipe the ice cream off. Prompt your child, if needed, with "I need you to wipe the ice cream off your face." This "I need" statement is also classic and accomplishes the same goal, but it reduces negativity. Experiment with I-statements or "I need" statements for a surprising change. Learn more from the fivemillion-copy best seller Between Parent and Child (2003).





Pause to Think about Safety

Most accidents on the job are caused by unsafe actions, at-risk behaviors, and poor decisions. Mechanical safety systems are important, too, but a surefire way to reduce your risk of an accident is to take one second to pause and think before you act. Create a habit of stopping your rush before you engage in a work activity where the risk of injury exists. You are already an expert at this technique elsewhere—stopping at an intersection, pausing at the top of an unfamiliar staircase, or stopping briefly just prior to throwing a bowling ball! Would a safety sign in the right spot help you remember to think about safety? See and print free safety signs at www.freesignage.com.

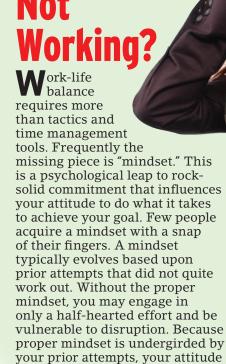
Don't Let Depression Derail Your Goals

2011 may be your year to stop smoking, increase exercise, or eat right to lose weight. These goals remain popular, but consider a fourth goal—getting treatment for your depression. Depression can undermine your goals. It can lower your energy and affect self-esteem, decrease enthusiasm, disturb restful sleep, interrupt

concentration, and even reduce your stamina to ward off and fight disease. Depression isn't your fault, but the urge to blame yourself for failures in achieving your goals may be strong, and you don't deserve it. Don't kick yourself. Instead get an assessment from a mental health professional or your doctor, or seek assistance

through

your EAP.



toward these disappointments is

stones. Make them reinforce your

critical. View them as stepping

determination and mindset for work-life balance—and other goals.

Work-Life

Balance

Shortest Distance to Management's Heart: Employee Engagement

mployee engagement is the red-hot topic in business right now. It refers to the employee who is enthusiastic, excited to come to work, "pumped," and willing to act in ways that further the goals of the organization. Engaged employees bond to the organization emotionally, and research has shown that they are worth their weight in gold. When you feel engaged, you are sick less often, are at work more, experience greater productivity, and have fewer accidents. Your positive behavior rubs off on coworkers. Customers become more loyal and they send referrals. It's easy to see why being labeled an "engaged employee" is a positive thing. Understand what it takes to "feel engaged." You may have hurdles in reaching this goal, but it can be worth the effort if your

Getting Engaged

job produces greater meaning in your life.

A few keys: 1) Work to establish meaningful communication with your supervisor. 2) Be clear on what is expected of you at work. 3) Know what you are passionate about and seek opportunities to engage your passion. 4) Develop relationships with others who care about you as a person. 5) Develop relationships with others at work who encourage your development, give you recognition, and praise you for good work. 6) Seek to acquire relationships with associates who, like you, are committed to doing quality work. These values only scratch the surface of this broad topic. Also visit www.Gallup.com. In the search bar, type "employee engagement."