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Titolo	Balance your life and work : how to get the best from your job and still have a life
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Descrizione fisica	1 online resource (97 p.)
Collana	Steps to success
Disciplina	306.36
Soggetti	Work-life balance
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Nota di contenuto	Cover; Titlepage; Copyright; Contents; What's your work-life balance like?; 1 Weighing up your current work-life balance; 2 Working out your values and priorities; 3 Working more flexibly; 4 Juggling family and work demands; 5 Thinking about the benefits of a career break; 6 Learning to prioritise; 7 Surviving stress; Where to find more help; Index
Sommario/riassunto	This title offers sound, practical advice on how to regain your equilibrium and keep work in its place. It helps you work out your own priorities, reduce your stress levels, and take positive action to make your life easier.