

**GOOD
DAY AT
WORK**

POWERED BY
robertsoncooper

Wellbeing Snapshot

Individual Report

Test User

21 April 2022

Introduction

Welcome to your personalised wellbeing report! The information contained within this report has been generated from the responses you provided to the Wellbeing Snapshot questionnaire and looks at the following areas:



Workplace Environment

A healthy work environment is made up of positive pressure in six key areas - we call these the 6 Essentials.



Psychological Wellbeing

Happy lives contain a balance of both pleasurable and purposeful experience. We look at your wellbeing state by looking at: Positive Emotions and Sense of Purpose.



Resilience

Resilience is the capacity to maintain wellbeing and performance under pressure, including being able to bounce-back from setbacks effectively.



Physical Health

Your overall physical state or condition, including being free from illness and injury.



Mental Health

Your overall mental state, which affects how you think, feel and act.

PLEASE NOTE: You can use this feedback to improve how you feel, live and work. It is not designed to be a diagnostic tool and the results do not provide any clinical diagnoses.

Therefore, information in this report should not override any advice given previously by your GP or other healthcare professional. However, should you have any concerns about any of the information, it is always best to speak to your GP.

Your report is personal to you, your employer (or anyone else) will not receive a copy of your report; this is only visible to you. We encourage you to share and talk about your report with others, but we will leave that up to you to decide.

Understanding your report

To help you in understanding and making the most out of your Wellbeing Snapshot report, there are a few key things that you should know:

Scoring

Most areas within this report provide you with a score out of 100 – this is to make understanding your results as simple as possible. A higher score always indicates higher levels of health and wellbeing.

Benchmark

Where possible, we will provide a comparison to help put your results into context. The benchmark score is made up of scores from other employees who have completed the same questionnaire.

Colour Coding

In any case, your results will be colour coded to help you interpret your results, see the guidance below:

At risk	Caution	Good	Doing great
You need to take action to improve your health and wellbeing	Take care to avoid your health and wellbeing deteriorating	Doing OK when it comes to health and wellbeing	You are doing all the right things

Which colour you are presented with is not just dependent upon your score – it depends how your score compares against the benchmark. So, in one area of the report a score of 60 could be green, whereas elsewhere it could be grey. You should look at your score and your colour code together.

Personal Advice

Throughout the report, we will provide you with suggestions on what you can do to improve your overall health and wellbeing. You can find your personal advice by looking for this section:

Your personal advice





Your Wellbeing Dashboard

The first section of your report provides an overview of your results based on your answers to the questionnaire. The remainder of your report will focus on each area in more detail, giving you a range of hints and tips for improvement where needed.

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Workplace Environment

Watch out, your work environment is bothering you at the minute. This is likely to be impacting your wellbeing as you feel high levels of pressure. The Workplace Environment section of this report will give you tips and techniques to make a real difference to your overall health and wellbeing.

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Psychological Wellbeing

You need to pay attention to your wellbeing. This could be impacting your physical and mental health, and your ability to stay resilient. Don't worry though, the Psychological Wellbeing section of this report gives you tips and techniques to make a real difference to your all-around health and wellbeing.

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Resilience

Your resilience levels are fairly good. You are able to handle lots of situations well and bounce back from any setbacks. But resilience is a skill which can be constantly improved - pay attention to the tips in your Resilience section.

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Physical Health

Your physical health is extremely good. You are not experiencing any physical health problems at the minute and as such will be feeling generally healthy and energetic.

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Mental Health

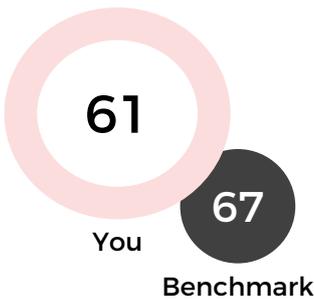
Your mental health is reasonably good. You are not experiencing any mental health problems at the minute and have a healthy mind. But your mental health changes all of the time - read through the Mental Health section of your report, where you might pick up some hints on what you can do to keep up the good work.



Workplace Environment

A healthy work environment is made up of positive pressure in six key areas - we call these the 6 Essentials. This looks at whether we feel our work environment is helping or hindering us from doing our jobs effectively.

Having a motivating and challenging work environment is key for our wellbeing. We know that there are six factors which can create a healthy work environment, such as having a Balanced Workload or positive Work Relationships - we call these the 6 Essentials. We also know that, if not managed properly, we can feel a real sense of pressure coming from each of these six areas. For example, you can feel motivated to get on with your job if you have a sense of Balanced Workload, but workloads can also become unmanageable and create too much pressure, leading to lower performance, health and wellbeing. It's the same for the other 6 Essential areas too.

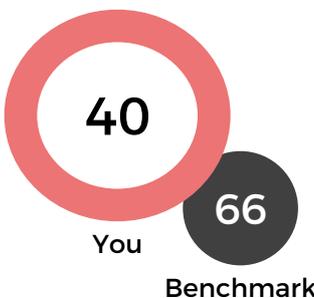


Watch out, your work environment is bothering you at the minute.

This is likely to be impacting your wellbeing as you feel high levels of pressure. The first step is to understand where this pressure is coming from right now - read through the rest of this Workplace Environment section to look at each of the 6 Essentials.

The rest of this section will provide you with a score in each of the six workplace environment areas, along with some personalised advice you could use to make sure that your work environment is supporting your wellbeing, rather than getting in the way of it.

Resources & Communication



You are feeling concerned about a lack of resource or inadequate communication.

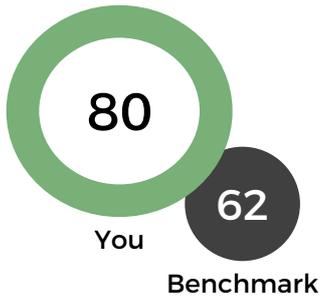
This is likely to be impacting your ability to do your job effectively. Take some time to read through your personal advice which is designed to help you try and improve things.

Your personal advice



- Ask for feedback on your performance - whether this is formally or informally, it'll be sure to put it on the agenda.
- Consider speaking to your line manager about your concerns. They might not be aware of how much this is affecting you. Be specific and clear about the issues you are facing, and honest as to how they can help you.

Control



Your control levels at work are good!

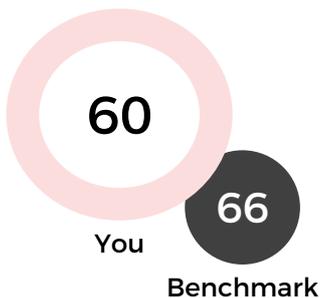
Whatever the level of control you have in the workplace at the minute - it works for you. It's likely that this is providing you with a level of autonomy which is enabling you to do your job effectively!

Your personal advice



- Ensure you aren't too complacent about control, stay proactive. Do you need to strive to have more influence, or take control, in specific areas, where you know you could make more of an impact by doing so?
- Think about why you feel positive about the level of control you have in work, what has helped you get there? Are there any key learnings that could help you maintain the level of control you have at the minute, if blockers were to present themselves in the future?

Balanced Workload



Be careful - you are feeling a little bit over-stretched.

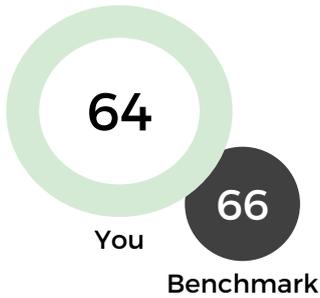
It is worth keeping an eye on this to ensure that your workload doesn't quickly exceed your ability to cope. The personal advice section below will give you some tips on how to manage this effectively!

Your personal advice



- Ensure you adopt an assertive attitude towards those placing excessive demands on you. This doesn't mean being unhelpful! It can feel really difficult to say no, but if you explain your position people will usually be understanding.
- Good prioritisation and effective planning will always help you to manage your workload when you have lots of demands at the same time. Consider what actually needs doing right now, and what can safely wait. Differentiate between urgent and important.

Job Security & Change



You are feeling OK about job security and change.

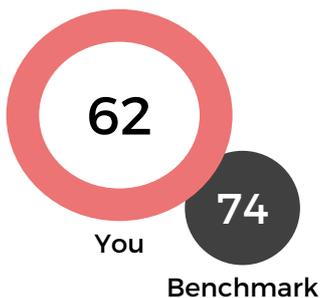
These are important things that we need in place in order to enjoy our jobs and have a good sense of wellbeing at work. Read your personal advice below to help you understand how you can stay on top of this.

Your personal advice



- Continue to develop your skills to ensure you are developing at the same pace your organisation may be.
- Keep developing your existing network. Situations can soon change, so by keep your network up-to-date not only maintains your profile for existing contacts, but ensures your building your contact base - which may come useful in the future!

Work Relationships



Your work relationships with others are poor.

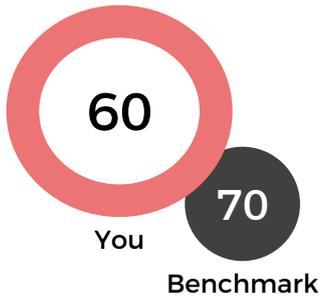
This is likely to be causing a strain on your health, wellbeing and performance. Take some time to read your personal advice below which will help you understand the steps you can take to improve this.

Your personal advice



- Be present when you are speaking to colleagues. There are lots of distractions bidding for your attention, but when you are speaking to a colleague, make sure you give them your full attention. You will find you both have a more positive experience.
- If things are really bad (e.g. if you feel like you're actually being singled out and bullied), then please don't tolerate it any longer. Involve an HR Manager or someone else to mediate.
- Be careful when and where you vent your frustrations. Everyone needs to do it every now and again, but try to do it outside the office or away from your usual work station.

Job Conditions



You are feeling pressured by your job conditions at the minute. This is likely to be getting in the way of you doing your job effectively, which will impact your job satisfaction and wellbeing levels. Do not worry, we've given you some advice below on what you can do to improve things.

Your personal advice



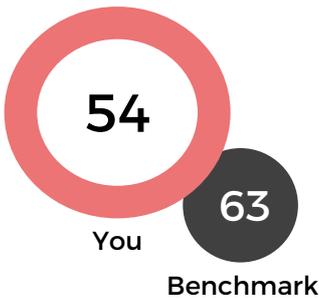
- Now is the time to act. Identify what it is about your Job Conditions which is causing you pressure, and speak to your line manager or HR team to try and work things out.
- If you have pressing concerns around the conditions of your job, speak to your Union (if you have one) or your HR team. They'll be able to support you and help you better understand your rights.
- Think about your work station and how you could improve things. You may not be able to control where you work, but something as simple as letting in more light in will effect your mood for the better - you don't have to be restricted to natural light, using warm lighting will still do the trick!



Psychological Wellbeing

We know that happy lives contain a balance of both pleasurable and purposeful experience. This section shows your current psychological wellbeing state by looking at two important areas: Positive Emotions and Sense of Purpose.

People often associate psychological or mental wellbeing with positive emotions they experience such as excitement, happiness or contentment. Yet there's another aspect of wellbeing that matters, and that is whether you feel you have a sense of purpose - do you feel like your job is going well, do you have clarity around your job role and do you feel like your job is worthwhile? Our model combines the two to give you an overall view of your Psychological Wellbeing.



You need to pay attention to your wellbeing.

This could be impacting your physical and mental health, and your ability to stay resilient. Use the rest of this section of your report to understand which aspects of wellbeing you need to improve.

The following section will provide you with an overall score in both of these areas of wellbeing, along with some personalised tips and advice you could use to improve how you feel on a day-to-day basis.

Positive Emotions



Good news, you are generally feeling positive at the minute.

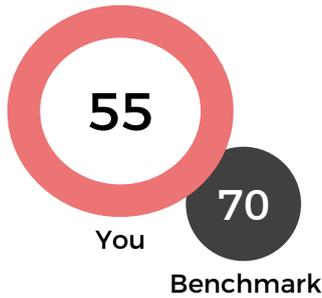
You're likely to be feeling quite positive at the minute, which will give you the best opportunity to stay resilient during setbacks or difficult periods, stay healthy and perform well. Read your personal advice below to understand how to maintain your levels of wellbeing.

Your personal advice



- Keep on smiling! Smiling can trick our brains into feeling happy and improve our mood.
- Keep on top of your emotions. If you start to feel a bit less positive than usual, have a think why and what you could do to improve this. Maintaining the good levels of positive emotions you already have is important.

Sense of Purpose



It looks like you need clarity around your sense of purpose.

Having challenging, achievable and worthwhile job goals are key to both your wellbeing and levels of resilience - but will also help you stay motivated. There are steps you can take to build on this. Read your personal advice below.

Your personal advice



- Acknowledge your progress. Too often, we are 'future focused', but it may be a good idea to stop and take a step back - what have you achieved so far? This can provide us with a new sense of motivation to achieve our goals, and act as a reminder of progress you've made so far.
- Set backs are inevitable, both in life and at work and can sometimes make you question your sense of purpose. Things don't always go the way we expect or want them to, but setbacks are sometimes necessary in order for us to achieve success. Don't be too disheartened by any setbacks you have experienced - and try to leverage this as learning for how you can act quicker in the future, but also with less emotional involvement.
- Try to set yourself challenging goals at work - things that take you outside of your comfort zone. Without pushing yourself too far, you may find that the positive feeling of achievement was worth the extra effort.

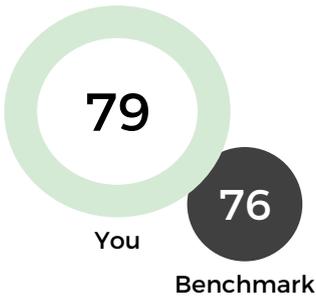


Resilience

Resilience is the capacity to maintain wellbeing and performance under pressure, including being able to bounce-back from setbacks effectively. We look at resilience across four areas: confidence, adaptability, purposefulness, and social support.

Resilient individuals can sustain good performance and positive wellbeing (happy, content, enthusiastic) in the face of adverse conditions, and to recover from or adjust easily to misfortune or change.

Below you can see your overall resilience, how this compares to other employees and a breakdown of your resilience in each of the four areas.



Your resilience levels are fairly good.

You are able to handle lots of situations well and bounce back from any setbacks. But resilience is a skill which can be constantly improved - see if you can work on any of the resilience tips in the rest of this section to boost your resilience even further.

In more depth...

Confidence

Having feelings of competence, effectiveness in coping with stressful situations and strong self-esteem are inherent to feeling resilient.



Adaptability

Flexibility and adapting to changing situations which are beyond our control are essential to maintaining resilience.



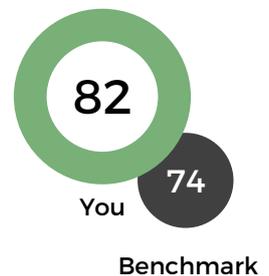
Purposefulness

Having a clear sense of purpose, clear values, drive, and direction helps individuals to persist and achieve in the face of setbacks.



Social Support

Building good relationships and seeking support helps during adverse situations, rather than trying to cope on your own.



Confidence tips



- Identify your main strengths - these will be activities that you feel enthusiastic about and learn easily - then try to find ways to use these strengths more often. For example, if you like meeting new people, attend events where you could make valuable connections.
- Find a role model who is confident in areas that you might feel less so. A word of warning: Don't compare yourself negatively to this person (or to anyone, for that matter), this is about inspiration, not envy.

Adaptability tips



- Stretch yourself (we don't mean yoga - although taking up a new hobby is a good example of how to do this). In the workplace this could mean anything from giving a presentation to learning some new IT skills, basically anything that takes you out of your comfort zone, but in a controlled and supported way.
- Try not to be too easily disheartened. If you don't get something 100% right first time, make sure you still congratulate yourself for trying it at all.

Purposefulness tips



- Bring long term goals closer by setting SMART objectives (Specific, Measurable, Achievable, Realistic and Timed).
- If you find that you draw on your sense of purpose at home more than at work (or vice versa), try to translate that feeling across to other areas of your life.

Social support tips



- Think about a difficult time when your relationships really helped you to cope. Remember to reach out in the same way in future.
- Make sure you show your appreciation for those who support you, that way you'll feel more comfortable about going to them again in the future.



Physical and Mental Health

When we say health, we mean your mental and physical condition, including being free from illness and injury.

Health is fundamental to our daily functioning and overall happiness as a human. It also makes an important contribution to economic progress, as healthy populations live longer and are more productive.

Below you can see both your physical and mental health, and how they compare to the benchmark results. You will also see a series of hints and tips tailored to your results.

Physical health



Your physical health is extremely good.

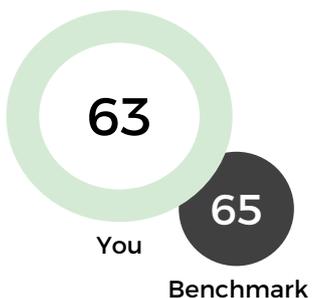
You are not experiencing any physical health problems at the minute and as such will be feeling generally healthy and energetic.

Your personal advice



- Keep up the good work.

Mental Health



Your mental health is reasonably good.

You are not experiencing any mental health problems at the minute and have a healthy mind. But your mental health changes all of the time - proactively looking after your mental health is a good long term strategy.

Your personal advice



- Be sociable - connecting with others is a great way to improve your mental health. Arrange to meet a friend, colleague or family member that you wouldn't have otherwise seen over the next seven days.
- Try mindfulness - this is a proven way to improve mental health and overall life satisfaction.



So, what next?

Now that you have read your Wellbeing Snapshot, you might be thinking about what you can do to improve your overall wellbeing. It is time to turn that into practice now.

So that is it, you should now have a well-rounded view of your health and wellbeing. We hope that this report has helped you to see the importance of your personal wellbeing, and the things which you can do to improve, using our hints and tips.

Create your Personal Wellbeing Action Plan

This is a great way to look after your own health and wellbeing, making sure that you are doing everything that you can to have as many good days as possible. Use the template below to create your own plan - and make sure you check back in against your plan. You should do this in a month, three months, and six months.

My starting point

Think of three things currently going well in relation to your resilience and wellbeing?

1. _____
2. _____
3. _____

What three things could be improved?

1. _____
2. _____
3. _____

My goals

What do you want to achieve by improving your resilience and wellbeing?

Think about why you want to achieve it - how will it benefit you, at home or at work?

My actions

What steps are you going to take to reach your wellbeing goals? Make sure these are realistic and aligned with your goals.

1. _____

2. _____

3. _____
