GREEN

Prioritisation

ORANGE

Clarity

How do you know a job is done well enough?

How do you prioritise tasks?

"Must" demands

Do you agree on what is the most important?

Meaning

When is work meaningful?

BLUE

Good work

What would you like to be known for?

What kind of breaks give energy?

Breaks

Dialogues

What dialogues make you stronger?

What makes a meeting good?

Meetings

WHITE

STRESS

USING YOUR FLIP FLAP:

The Flip Flap can be used to start a discussion on some of the key elements in stress. It contains a wide range of issues that have an impact on stress on your work - as well as the eight questions inside the Flip Flap.

Leave the Flip Flap out as a visible reminder that stress can be found in all workplaces. And use it together with the 5 tips on preventing heavy workload and time pressure – and the 10 tips for the working environment group on preventing stress.

FOLDING GUIDE

1. Place the Flip Flap with the back facing up (this side).
2. Fold the four corners towards the centre so that they meet.
3. Turn the Flip Flap over so that the eight questions are visible.
4. Fold the four corners again towards the centre.
5. Now fold the Flip Flap in half to turn it into a small rectangle.
6. Insert your fingers into the four "pockets" of the Flip Flap.
7. You are now ready to use it.

BFA
Branche Fællesskab Arbejdsmiljø
Velfærd og Offentlig administration

Find more materials about stress here:

godtarbejdsmiljo.dk/stress

HOW TO USE IT

1. Keep the Flip Flap closed so that you can only see the four large, coloured fields.
2. Ask your co-worker to choose a colour.
3. Now operate the Flip Flap as many times as the number of letters in the coloured field.
4. Then ask your co-worker to select one of the words visible inside the Flip Flap.
5. Repeat the operation for the same number of letters in the word.
6. Now ask your co-worker to choose a word – for the last time.
7. Lift the flap – and ask the question below the chosen word.