**Training Fiche Template**

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| **Title**  | **WORK LIFE BALANCE DISORDERS** |
| **Keywords (meta tag)** | Work-life balance, Burnout, Personal health, Strategic choices |
| **Language** | English |
| **Objectives  / Goals / Learning outcomes** | * Explain the term work-life balance and distinguish between different types of disorders
* Discuss the benefits of work-life balance for the individuals and organisations
* Identify ways to improve work-life balance from individual and organisational point of view
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| **Training area: (Select one)** |
| **Online / Digital Marketing / Cyber-Security** |  |
| **E-Commerce / Financing** |  |
| **Digital Well-Being** | **X** |
| **Smart work / Digital Nomads** |  |
| **Description** | Work-life balance (WLB) is a topic that is increasingly being explored and is of interest to both the organization and the individuals. Individuals benefits are better health and quality of life, what influences organizational productivity and performance. This unit, entitled Work-Life Balance Disorders looks at explanations of WLB and distinguishes between different types of WLB disorders. It also discusses and explains the benefits of WLB for both individual and organisation and identifies ways to improve WLB and reduce WLB disorders. |
| **Contents arranged in 3 levels** | 1. **Healt and work-life balance disorders**

**1.1 Work life balance disorders**1.1.1 What is work life balance 1.1.2 Work life balance disorders 1.1.3 Individual strategies to improve work life balance 1.1.4 Organisational strategies of work-life balance improvement |
| **Self-evaluation (multiple choice queries and answers)** | 1. **Work life balance disorder arises because of:**

a.- good functioning in multiple roles at home and at work **b.- interference between work and home/family life** c.- high personal control of workers1. **Individual strategies can be classified into two types:**

 **a.- attitude and ability** b.- digital and physical skills c.- managerial and organisational 1. **A positive attitude is:**

a.- negatively related to work home balanceb.- not related work home balancec.- **positively related to work home balance**1. **Organisational support:**

**a.- reduces work home conflicts**b.- increases work home conflicts c.- is not related to work home conflicts1. **Flexible working arrangements:**

a.- include fixed working hours and full-time working arrangementb.- reduce job satisfaction and create work-life conflictsc.- **enhance job satisfaction and morale** |
| **Resources (videos, reference link)** | * The RIGHT Way to Do Work-Life Balance <https://www.youtube.com/watch?v=O0yxJH2i0DE>
* How to Improve Your Work-Life Balance Today

<https://www.businessnewsdaily.com/5244-improve-work-life-balance-today.html>  |
| **Related material** |  |
| **Related PPT** | ESMERALD\_WLB\_UNIDU\_COMPOSITE.pptx |
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