

Ensure that you always present yourself in a manner that is publicly acceptable, especially to people like your boss and clients (all of whom will be able to view your online interactions). When you interact through social media, you represent not only yourself, but also your employer. You want to abide by any professional social media requirements (i.e. company policies), as well as common-sense social media rules.

Besides being aware of *what* you post, you should also be aware of other outwardly visible activity on social media. Facebook groups, followed accounts on Instagram, and posts that you have liked on Twitter all tell a story about you as an individual, and by extension as a member of your organization. Make sure that, again, you are showing the best version of yourself on social media. Other people may not give you another chance to alter their impression of you if they disapprove of your social media presence. Likewise, an employer may not look kindly upon controversial social media activity.

As a rule, you should never put out anything hurtful or offensive on social media. Even if you believe your social media account could not possibly upset another person, it is always wise to take time and self-audit your usage to make sure you are representing yourself well. Some platforms, such as LinkedIn, have ways to view your account as strangers would. This can be a helpful tool when trying to analyze your accounts from the perspective of others. You may only use social media to interact with friends and family, but you still need to make sure that the communication is clean and appropriate. You may only be *directly* communicating with someone you are close with, but that communication could still be visible to others.

Conclusion

Professionally, social media is a fantastic way to promote your business or service. Socially, it can be a lot of fun and a great way to stay connected to your friends, family, colleagues, and the world. You need to make sure that you are using social media appropriately and for the correct reasons, but otherwise you should take advantage of this modern form of communication. You can only meet so many people in person, but you can connect with countless people digitally.

Take care to separate your professional and personal lives in the digital sphere. One way to do this is to use some platforms for personal communication and social interaction (such as Facebook), and to use others as a form of professional communication (such as LinkedIn). Exactly which platforms you prefer to use for these purposes is up to you, but make sure you are using the platform appropriately. Other people cannot do that for you, and the image that you create of yourself digitally is visible to many more people (and active for much longer) than in-person engage-

ments. Make sure the version of you that others see online matches the version of you that they meet in person.



WORKING WELL

The Nutrition-Conscious Lawyer

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Our brains and ability to think, and hence, to serve clients to our best abilities is largely dependent on our nutrition. Research shows that the food we consume has a direct effect on our mental functioning and cognitive capacity. It is essential we feed our brains with the appropriate glucose, vitamins, and minerals for good health. Not only does our food provide energy and build material to the body, but it contributes to our immunities to prevent and protect against disease. Obesity, diabetes, certain cancers, cardiovascular disease, neurodegenerative disease, depression, and anxiety are all linked to poor nutrition.

Further, studies show that with proper nutrition you can reduce fatigue and irritability while you increase cognitive effectiveness, competence, memory, and concentration. Research also indicates that foods high in trans-fat and refined sugar can negatively affect your ability to think clearly and provide your most skilled and adept self to others. In essence, proper nutrition promotes a sharp mind and more effective lawyering.

We all understand the stresses of leading a life as a busy attorney and the lack of time we may have to devote to our nutritional needs. But there are manageable things we all can (and should)

do to be more nutrition-conscious and lead a healthier life. Make sure you have your refrigerator filled with smart options (see below) after consistent and thoughtful food-shopping.

Start every morning off with simple planning and effort, such that you commit to your health goals each day. For instance, eat a healthy but small breakfast (like berries or eggs) before starting your workday. Pack healthy lunches and snacks in advance, so you're not looking to grab unhealthy snacks or fast food during the day. Indeed, I suggest, having a "food prep" session once or twice a week, when you can set up in advance/pack several lunches and healthy snacks that you can grab from the refrigerator and go throughout the week. Also essential is to stay hydrated throughout the workday, so pack enough water in your briefcase/car to last the entire day. Add a consistent exercise plan and proper sleep for a well-rounded approach to your well-being.

Try this nutrition-conscious lawyer's 16 tips for healthier eating and clearer thought:

1. Eat "real foods" and avoid "fast foods"
2. Eat colorful natural foods, like green leafy vegetables such as kale, broccoli, spinach
3. Enjoy "whole grains" instead of white breads and pastas
4. Enjoy eggs, which are a good source of Vitamins B-6, B-12, and folic acid
5. Eat oily fish, containing Omega 3, which supports brain health, and other healthy proteins such as beans and/or lean meats
6. Enjoy colorful berries and dark chocolate (in moderation) for antioxidant benefits
7. Drink plenty of water—at least eight glasses per day!
8. Avoid carbonated drinks, and sugary drinks
9. Avoid highly processed foods, refined sugar, and alcohol
10. Avoid foods with trans-fat and ingredients listed as "partially hydrogenated oils"
11. Choose olive oil for your salads and cooking—it has natural anti-inflammatory benefits and promotes heart health
12. Avoid snacking at your desk or in the car—have one or two snacks per day prepared in advance instead of grazing on junk
13. Enjoy fruit or nuts/seeds for your snack (but limit your intake to one handful!)
14. Limit sodium, though enjoy flavorful spices such as turmeric, ginger, and peppers
15. Control your portions and do not go back for seconds
16. Avoid late night eating—if possible, pick a consistent time to stop eating each night for an evening fast (e.g., 7 p.m.), until you "break" that fast in the morning with your breakfast

Remember to consult with a doctor for your specific nutritional needs and health concerns.



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