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# A modern approach to ergonomics: the study of work and non-work activities of employees

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**Abstract:** The purpose of the study is to determine how an employee's work and non-work activities are related. The relevance of after-work activities is covered in the introduction. The relationship between employees' work and non-work activities is illustrated in the section that follows. The last section addresses the effects of employees' unequal workloads and non-work activities as well as suggestions for personalized advice. An individual's general well-being depends on having a balanced ratio between work and non-work activities, which is why the article offers a more comprehensive answer to this issue.

**Keywords:** industrial engineering, ergonomics, well-being, work-life balance.

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## INTRODUCTION

These days, it's critical to establish a positive link between an individual and their profession, as well as the activities they undertake at work, but it's still not a given. Making employees' jobs as simple as feasible is consequently crucial. They must be at ease, have no health issues, and be able to perform their duties as smoothly as possible. Ergonomics is significant in the organization for several reasons. The application of ergonomics in an industrial organization is a unique characteristic [5, 6, 15].

The worker and their combined physical and mental qualities make up one essential part of the work system. The goal of ergonomics is to customize each worker's work environment, addressing both the mental and physical demands of the job [9, 11].

A balanced ratio of work to non-work activities is another key topic in ergonomics, as it is essential to an individual's total well-being. Because a person's physical, psychological, and social health are impacted by the connections between their work and non-work activities. [7, 8, 14].

## 1 UNLOCKING POTENTIAL: THE CRUCIAL ROLE OF EXTRACURRICULAR ACTIVITIES

Employees' involvement in extracurricular activities has a significant impact on their work lives and the tasks they perform at work. This link could be complex and affect both individual performance and several aspects of the workplace. The following are some crucial elements that establish the relative importance of work and non-work activities [3, 13]:

- **Impact on recreation and restorative measures:** Activities that take place outside of the workplace, such as physical activity, relaxation, or cultural pursuits, can help employees replenish and reenergize their bodies and minds. They can thus have a favorable impact on the output and caliber of the job.
- **Improving originality and creativity:** Taking pauses from professional obligations, like during spare time or a weekend off, can help foster originality and creativity. Relaxation and novel experiences can inspire fresh perspectives and methods for completing things at work.

- **Work-Life Balance:** An employee's general contentment and well-being depend much on striking the correct balance between their personal and professional lives. Participating in extracurricular activities can support preserving this equilibrium, which boosts engagement and morale at work.
- **Enhancing interpersonal connections:** Extracurricular pursuits like attending social gatherings or athletic events help fortify the social links among coworkers. Cooperative teams and effective communication methods might benefit from strong social bonds.
- **Burnout prevention:** Engaging in activities outside of the workplace can help avoid burnout. Employees who get enough rest can better handle the pressure and stress of their work-related tasks.

All things considered, the significance of extracurricular activities lies in creating a balanced and satisfying existence that fosters both an individual's personal and professional development. The equilibrium between work-related and leisure-related pursuits enhances workers' overall job satisfaction and productivity.

## **2 CONNECTION BETWEEN WORK AND NON-WORK ACTIVITIES**

The intricate relationship between work and leisure activities has an impact on an individual's overall quality of life. Numerous variables may impact this connection [10, 13]:

- **Time demand of job responsibilities:** An individual's capacity to dedicate time and energy to non-work activities can be greatly impacted by the intensity and demand of their work activities. Workers with extremely demanding job schedules might not have much time for hobbies.
- **Flexibility of the work environment:** Employees may find it simpler to balance work and personal obligations in an atmosphere that offers more flexibility. On the other hand, a rigid workplace may make it harder to strike a balance.
- **Relaxation through non-work activities:** After a demanding workday, engaging in a variety of non-work activities, such as exercise, art, or hobbies, can help you unwind and rest. Resuming non-work-related activities can help people feel less stressed and preserve their mental health.
- **Employer assistance for work-life balance:** Businesses and organizations that understand the value of a balanced lifestyle might offer programs like home offices or flexible work

schedules to encourage a better separation of work and leisure time.

- **Personal preferences and values:** People differ in the values and priorities they place in life. Work-life may take precedence for some people, while family time, leisure time, and personal growth may be more significant to others.
- **Technological developments:** The relationship between work and non-work activities can be made simpler or more complex by modern technologies. When technology makes it possible to operate remotely, flexibility may rise. However, maintaining regular access to work emails and other communication platforms might make it more difficult to distinguish between work and personal time.

In general, the relationship between work and non-work activities is a contextual and personalized process that considers a range of workplace factors as well as individual preferences.

## **3 THE RESULT OF AN UNEVEN DISTRIBUTION BETWEEN WORK AND LEISURE ACTIVITIES**

Lack of employment or an imbalanced ratio between work and leisure activities can have several detrimental effects on a person's social, psychological, and physical well-being as well as the quality of his working life. Among these repercussions are [12, 13]:

- **Increased stress:** Chronic stress can be brought on by an excessive workload and a lack of downtime. This illness can decrease sleep, have a detrimental impact on one's physical and mental well-being, and raise the chance of developing additional health issues.
- **Decreased productivity:** Working nonstop without proper breaks might wear you out and make you less productive. Long-term imbalances can lead to burnout, which shows itself as tiredness and a lack of drive.
- **Sleep issues:** Working long hours or having a lot on your plate might throw off a person's sleep schedule. Sleep deprivation hinders the body's natural regeneration process and can cause issues with cognitive function and general health.
- **Impaired health:** A sedentary lifestyle can lead to several health problems, including obesity, heart disease, and other conditions. An uneven ratio can have long-term effects on physical health.
- **Social relationship disruption:** Social isolation and a weakening of social ties can result from not making time for friends, family, and personal interests. The general level of life pleasure may suffer as a result.

- Limited personal development: There may be less room for learning and personal growth if work obligations take up all of your attention. Someone could feel stuck in a job routine with no room for personal development.
- Poor work-life balance: Feelings of discontent and unequal time management might arise from an uneven distribution of jobs and non-work activities.

#### 4 PROPOSAL OF RECOMMENDATIONS FOR EFFECTIVE MANAGEMENT OF WORK AND NON-WORK ACTIVITIES

The following ideas could be included in draft recommendations for the efficient management of work and non-work activities to achieve a balanced and healthy lifestyle [4, 13, 16]:

- Establishing distinct limits: To avoid the working day from becoming uncontrollably longer, it is crucial to establish boundaries between work and non-work activities, as well as to set and adhere to defined working hours.
- Setting priorities for tasks: Important tasks must be determined and ranked in order of significance. Time must be set aside for non-work activities that are crucial to an employee's personal growth and well-being.
- Flexible work environment: To enhance work-life balance, if possible, consider a home office or a flexible work environment. To design a comfortable, ergonomic workspace that encourages productivity and wellbeing.

A good example of how to set up the workspace for a worker who works from home is shown in Figure 1. The work surface should be comfortable for working on, and the table should not have any extra items on it.

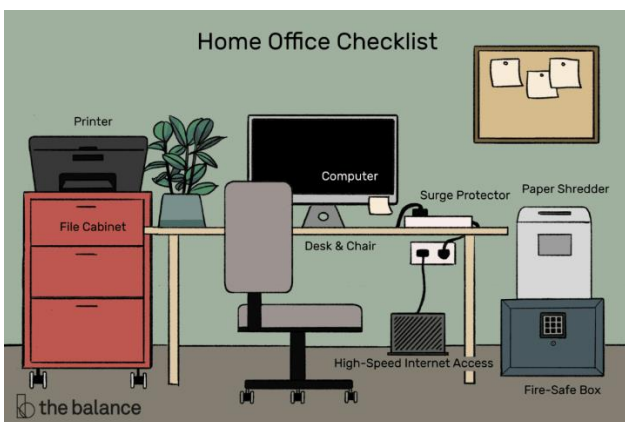


Fig. 1. Illustration of the layout of the workspace [1]

- Development of time management skills: To help staff members better organize their time, it is worthwhile to invest in their time management training. Utilizing tools and technologies to keep

track of and manage your time commitments and responsibilities is also advised.

- Support for work-life balance from the employer: It is important to communicate with your employer about the need for work-life balance and discuss possible measures such as flexible working hours or a policy supporting the well-being of employees. It is imperative to create clear boundaries between work and personal time, even when working remotely.
- Personal planning system: Putting both work and non-work activities into one's planning system is crucial. To efficiently manage time, keep track of long-term objectives and ambitions as well.
- Fostering Social Relationships: To build social bonds and support emotional health, this component emphasizes spending time with friends, and family, and participating in social activities.
- Call for self-reflection: It's important to evaluate if the balance struck between your personal and professional lives is sustainable and satisfactory frequently.

By following these suggestions, people can better manage their time and strike a balance between work and leisure activities. It's critical to recognize your priorities and modify your plans considering the demands and circumstances of the moment.

#### CONCLUSIONS

The idea of striking a healthy balance between work and leisure time is essential to a person's general well-being. Work and personal life are intertwined and have an impact on one's physical, emotional, and social well-being. Serious repercussions from an imbalanced ratio can include elevated stress, reduced productivity, insomnia, strained relationships, and poor health.

Setting clear boundaries between work and personal activities, prioritizing projects, taking regular breaks, and fostering a flexible work environment are some tips for managing work and non-work activities effectively. Developing time management skills and communicating the need for work-life balance to the employer are crucial aspects. Other strategies for living a balanced lifestyle include creating a personal planning system and providing social relationship support.

Sustaining an ideal balance requires continuous self-reflection and employer support for work-life balance. To promote general well-being and contentment, it is important to set clear guidelines and foster an atmosphere where people feel encouraged to maintain a work-life balance. To achieve a well-balanced and superior lifestyle, it is critical to

recognize your priorities and modify your plans in light of evolving circumstances.

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