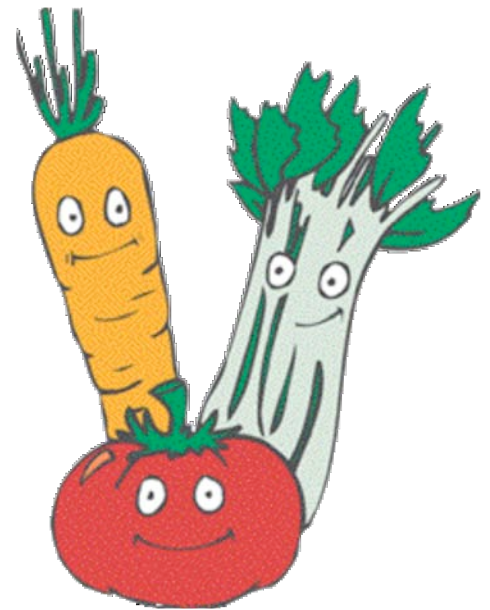


Working Solutions

2005 Dietary Guidelines for Americans

The federal government's *Dietary Guidelines for Americans 2005* has been published. Here are a few excerpts, including what's new:

- Consume a sufficient amount of **fruits and vegetables** while staying within energy needs. Two cups of fruit and two and a half cups of vegetables per day are recommended for a reference 2,000-calorie intake, with higher or lower amounts depending on the calorie level. Select from all five vegetable subgroups (dark green, orange, legumes, starchy vegetables, and other vegetables) several times a week.
- Consume at least three ounces of **whole-grain products** per day. At least half the grains you consume should come from whole grains.
- Consume three cups per day of **fat-free or low-fat milk** or equivalent milk products.
- *People over age 50:* Consume **vitamin B₁₂** in fortified foods or in supplements.
- *Older adults, people with dark skin, and people exposed to insufficient ultraviolet band radiation (i.e., sunlight):* Consume extra **vitamin D** from vitamin D-fortified foods and/or supplements.
- *Women of childbearing age who may become pregnant and those in the first trimester of pregnancy:* Consume adequate **synthetic folic acid daily** (from fortified foods or supplements) in addition to food forms of folate from a varied diet. ■ Source: www.healthierus.gov/dietaryguidelines.



“Consume a sufficient amount of fruits and vegetables while staying within energy needs.”

People First!

In the March 2005 issue of *Working Solutions*, we at Alliance Work Partners (AWP) published an article from the National Association for the Education of Young Children (NAEYC) entitled, *Self-Esteem and Young Children: You Are the Key*. The article, describing ways to increase the self-esteem of children, used the term “learning disability” in one of its statements. A *Working Solutions* reader brought it to our attention that the term “learning disability” is outmoded. The term is now “learning differences.” This reader also pointed out that the statement “Low self-esteem...can often lead to learning disabilities...” would be more accurately expressed as “Learning differences, when not addressed with a child, can lead to low self-esteem.” We appreciate and value this reader’s perspective and consideration.

According to NAEYC, the terms “learning differences” and “learning disabilities” are both used interchangeably. Some prefer the term “learning differences” because it doesn't label a child as disabled, while many groups, including government agencies, still use the term “learning disabled.” NAEYC tries to make sure that whichever term they use, it is not used as an adjective. They do not refer to learning disabled children; instead, they are children with learning disabilities (or learning differences or special needs).

At Alliance Work Partners we believe words matter. We believe all individuals deserve to be treated with dignity and respect. Therefore, AWP strives to use the most up-to-date **People First Language** possible. People First Language refers to the use of empowering words and terms to communicate about one another with dignity and respect. According to the West Virginia Developmental Disabilities Council, “Language is power. Our words have the power to inspire, motivate, and uplift people. They also have the power to hurt, isolate and oppress individuals or entire segments of society. Often times, throughout our history, it has become necessary to change our language and the way we refer to

individuals and groups to avoid further oppressing those members of society.”

By its very nature, People First Language is continually evolving so as to provide the most empowering ways to describe people and to avoid terms that become stereotypical and labeling with decades of use. It is important to keep in mind that because evolution is a gradual process, People First Language changes at various rates in various locations. For example, some people, agencies, and organizations may still be using one term while others have found a more empowering alternative.

Ultimately, People First Language strives to promote understanding, dignity, and respect by emphasizing **abilities**, *not limitations*. To learn more about People First Language, you might do a Web search on the topic, check your local library, or contact a human services organization. You will more than likely find a variety of perspectives from a variety of people and many opportunities to learn more about this very important subject. ■

For Young Entrepreneurs

The U.S. Small Business Administration sponsors a web site to help young aspiring entrepreneurs. It's called “The Teen Entrepreneur Guide to Owning a Small Business” and is at www.sba.gov/teens. It can jump-start any ambitious teen on his or her way to successful business ownership. The web site includes information on finding ideas and developing a business idea, operating a business, legal issues, finding a mentor, joining a youth support group, understanding business terms, success stories, and more. The site also has helpful links to other relevant information and resource web sites. ■ Source: www.sba.gov/teens



Three Productivity Thieves

Have you been robbed by the three thieves of productivity—distraction, perfectionism, and procrastination? If you are task and achievement oriented, you may welcome these quick tips to keep these villains out of your life.

- 1) **Spend a few moments** when you get to work getting organized and creating a to-do list to reduce the risk of distraction.
- 2) **Is perfection getting in the way?** That speech, project, or report is probably ready to go now. So let it fly.
- 3) **Always waiting for tomorrow?** Learn how to produce a sense of urgency to ward off procrastination so you can act and avoid delays. Do it by focusing on the consequences of not completing a task and the rewards of getting it done. ■



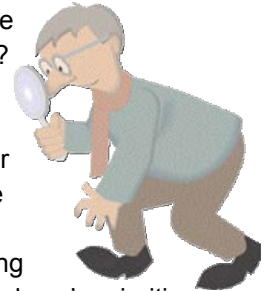
Victory Over Verbal Violence

Verbal violence (or verbal abuse) is aggressive speech intended to produce psychological harm. Victims are often someone the perpetrator knows well, like a spouse or elderly parent. Although one may feel attacked or unappreciated by unfair criticism in a domestic or couple's squabble, verbal violence is much more. Often verbal violence is not accompanied by physical abuse, and frequently occurs out of public view. It can be perpetrated indirectly, and therefore appear benign to others. As a result, victims often believe there is no help. If you are a victim of verbal violence, **consider contacting Alliance Work Partners (800-343-3822) for help**, intervention strategies, and steps toward a happier life. ■



Boss-“ology” 101

Do you pay attention to subtle clues in your relationship with your supervisor that can lead to an improved relationship and reduced stress on the job? Become a boss-“ologist” by discovering your boss's priorities, goals, and objectives that he or she has not openly voiced. Who does your boss respect or model? How much communication does he or she want from employees? What employee work practices are valued? Is he or she a consensus builder or emphatic and decisive? Is he or she a risk taker or more cautious? Work toward making your performance match your boss's priorities and values, and you may be more productive, reduce stress, and enjoy work more. ■



Alcohol Awareness Month

April is National Alcohol Awareness Month in recognition of the serious problem of alcohol abuse. In 2002, 14.9 million Americans were classified as alcohol abusers or alcohol dependent. Although denial often keeps people with alcohol problems from seeking an evaluation, motivation to do so increases after an unpleasant experience related to drinking. **Consider a confidential evaluation from Alliance Work Partners (call 800-343-3822)** if you have experienced one or more of the following signs or symptoms:

- Do you drink alone when you feel angry or sad?
- Does your drinking contribute to making you late for work?
- Have you been arrested for driving under the influence?
- Does your drinking worry your family?
- Do you ever drink after telling yourself you won't?
- Do you ever forget what you did while drinking?

AWP can help if you or a loved one is dealing with alcohol problems. Call toll free at 800-343-3822, 24 hours a day. ■

Share Power and Possibility with Your Child

On April 28, 2005, millions of parents across the country will participate in *Take Our Daughters and*



Sons to Work Day®. This event is unique in that it offers children the opportunity to experience the current workplace and envision the future. The real-life workplace setting offers girls and boys, ages 8-12 years old, the chance to learn about actual jobs they might have otherwise not known about and to observe how organizations function. Children also gain awareness of jobs and careers within a specific organizational setting. They learn how an organization works and the work processes required to deliver products and services. As an added bonus, it allows a child to meet his or her parent's co-workers, resulting in being more connected to this aspect of the parent's life.

Take Our Daughters and Sons to Work Day® is a nationally celebrated event founded by the Ms. Foundation for Women. Originally named "Take Our Daughters to Work Day," the event was changed in April 2003 to include both boys and girls because it is important for all children to achieve their full potential, whether it is in the home, workplace, or community. This year's theme is "Sharing Power & Possibility." Each year, the Ms. Foundation for Women selects a theme that reflects the program's goals.

If you would like to take your daughter or son to work, **be sure to get approval FIRST** from your supervisor, workplace, or HR department. Also remember to take safety precautions and to plan out your day so you can still get your job done while introducing your child to the workplace. ■ **Source:** www.daughtersandsonstowork.org.

The LAST Cigarette

Did you know that within 20 minutes after you smoke that LAST cigarette, your body begins a series of changes that continue for years? It's true. Consider this:

- 1) Twenty minutes after quitting, your heart rate drops. Twelve hours after quitting, the level of carbon monoxide in your blood drops to normal.
- 2) Two weeks to three months after quitting, your heart attack risk begins to drop. Your lung functioning begins to improve.
- 3) One to nine months after quitting, coughing and shortness of breath decrease.
- 4) One year after quitting, your added risk of coronary heart disease is half that of a smoker's.
- 5) Five to 15 years after quitting, your stroke risk is reduced to that of a nonsmoker's.
- 6) Ten years after quitting, your lung cancer death rate is about half that of a smoker's. Your risk of cancers of the mouth, throat, esophagus, bladder, kidney, and pancreas decreases.
- 7) Fifteen years after quitting, your risk of coronary heart disease is back to that of a nonsmoker's. ■

Source: Centers for Disease Control



Your EAP is designed to help you deal with life stresses and a variety of personal challenges. For confidential services offered at no cost to all employees and their families, please call:

Alliance
work partners

Toll Free (800) 343-3822
TDD (800) 448-1823
Teen Line (800) 334-8336 (TEEN)
E-mail: eap@alliancewp.com
Web: www.alliancewp.com

Alliance Work Partners is a professional service of Workers Assistance Program, Inc.



Important Note: Information in Working Solutions is for general information only and is not intended to replace the counsel or advice of a qualified health professional. Call Alliance Work Partners at 800-343-3822 for more information.