



**Read@Work**

Your Reading Supplement for Work and More



**“TAKING A BREAK CAN LEAD TO BREAKTHROUGHS.”**

- RUSSELL ERIC DOBDA

## CURATED READS

### Take A Break

It may seem counterintuitive, but in the midst of a never-ending to-do list, mounting emails and a seemingly insurmountable workload, taking a break is perhaps the most productive thing you can do. From taking a few minutes to make a cup of coffee to a full-fledged two weeks vacation, a temporary distraction from the task at hand can help you to focus better. So sit back, relax and take a break!

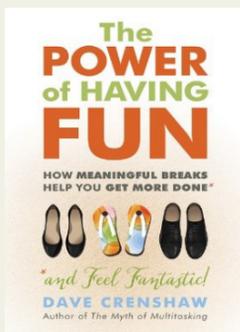
### The Power of Having Fun

by Dave Crenshaw  
Call no.: 650.11 CRE - [BIZ]

All rights reserved, Oakland, CA.: Berrett-Koehler Publishers, 2017.

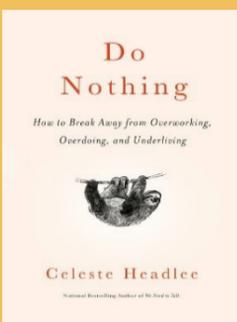
Contrary to common belief, taking meaningful breaks and having fun makes you happier and more productive at work. Not sure where to start? This book introduces a five-step system to get you started.

Borrow the e-book [here](#).



### Do Nothing

by Celeste Headlee  
Call no.: 306.36 HEA



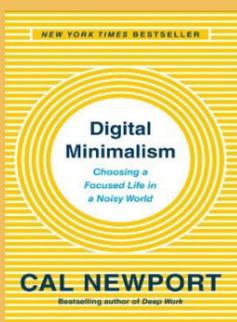
All rights reserved, New York: Harmony, 2020.

In a counterproductive bid to make ourselves happy, we often end up overworking, overdoing and underliving. This book seeks to reverse a trend that is making everyone sadder, sicker and less productive, and it begins with taking a break and simply doing nothing.

Borrow the e-book [here](#).

### Digital Minimalism

by Cal Newport  
Call no.: 303.4833 NEW



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In a culture of 24/7 connectivity, it may be hard to 'switch-off' and completely disconnect from work even after work-hours. With Digital Minimalism - a philosophy for technology use - learn how to take a break from technology via a 'digital declutter' to help you focus in an increasingly noisy world.

Borrow the book [here](#).

### The Science of Taking Breaks at Work: How to Be More Productive By Changing the Way You Think About Downtime

Buffer  
Article (7 min read)



The first response to taking a break from work is often guilt. This article provides three compelling reasons why we need breaks at work, how to stop feeling guilty about taking one, and suggestions on how to make your break a productivity-boosting one.

Read more [here](#).



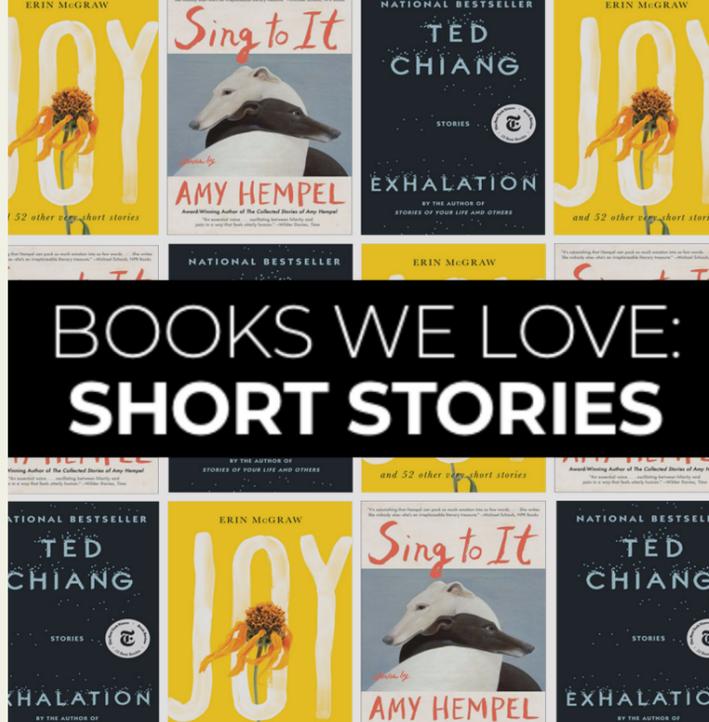
## WATCH THIS!

**Take Naps to Be More Productive | New York Magazine**  
(1 min video)

## THE HIT LIST

Transcend through time and space with Ted Chiang's sci-fi collection (*Exhalation*). In the mood for something more down-to-earth? Amy Hempel's lonely and adrift characters searching for a connection will definitely move you (*Sing To It*). If not, be prepared to experience joy and so much more in Erin McGraw's *Joy: An 52 Other Very Short Stories*. These stories may be short but they definitely pack a punch!

Borrow the e-books [here](#).



## BOOKS WE LOVE: SHORT STORIES

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