Understanding My Energy at Work

Different activities can draw on different kinds of energy. Your capacity may vary across tasks, environments and days.

Physical energy

Movement, posture, pain, fatigue and the physical demands of work.

Cognitive energy

Concentration, decision-making, processing information and switching tasks.

Sensory energy

Noise, lighting, crowded spaces and other sensory input.

Emotional energy

Social interaction, uncertainty, expectations and emotional demands.

Which types of energy are most affected during my working day?

What situations leave me especially tired or overwhelmed?

What helps me feel more comfortable and supported?

Energy needs can fluctuate. They do not measure your motivation, ability or commitment.

My Working Day Energy Map

Use this table to notice patterns. Energy can be low, moderate, high or fluctuating. You can return to it on different days.

Time of day	Energy level	Main activities	What I noticed
Starting work			
Mid-morning			
Lunchtime			
Afternoon			
End of working day			

When might I need fewer demands, more support or opportunities to rest?

This map is for noticing patterns, not judging productivity. Adjust the times to suit your working hours.

Energy Drains & Restorative Supports

Some demands use energy unnecessarily. Identifying them can help you consider changes to working conditions as well as supportive routines.

Possible energy drains

Back-to-back meetings, interruptions, sensory overload, unclear instructions, physical demands or masking.

Possible energy supports

Predictable routines, quieter spaces, flexible breaks, clear instructions, accessible tools or adjusted workloads.

What drains my energy?

What supports my energy?

Which workplace changes could reduce unnecessary energy demands?

Not every energy drain can be addressed through personal strategies. Workplace changes may be necessary.

Recognising My Early Warning Signs

Changes in capacity can show up in different ways. Noticing early signs may help you ask for support before demands become harder to manage.

Physical signs

Increasing fatigue, discomfort, tension or headaches.

Cognitive signs

Difficulty concentrating, remembering, processing or deciding.

Sensory signs

Greater sensitivity to noise, lighting or busy environments.

Emotional signs

Irritability, anxiety, withdrawal or feeling overwhelmed.

What are my earliest signs that my energy is becoming depleted?

Which situations tend to contribute to these changes?

What support or adjustments could help earlier?

You do not have to push through warning signs. Reducing demands or seeking support may be appropriate.

Workplace Adjustments & Support

Accessible working conditions can reduce unnecessary energy demands. Adjustments should respond to your individual needs and circumstances.

Workload

Prioritising tasks, reviewing deadlines and reducing competing demands.

Environment

Quiet spaces, lighting changes and accessible equipment.

Communication

Written instructions, clear expectations and predictable meetings.

Working arrangements

Flexible hours, breaks, remote work or task scheduling.

Which aspects of my work could be made more accessible?

What adjustments might help protect my capacity?

Who could I approach to discuss my needs?

Reasonable adjustments are not simply preferences. Employers may have legal duties to address disability-related barriers.

My Workplace Energy & Capacity Plan

Use your reflections to identify what helps, what creates barriers and which next steps feel manageable. Your plan can change over time.

1. My energy patterns

When do I tend to have more or less capacity?

2. My main energy drains

Which demands affect me most?

3. What supports my energy

Which conditions or adjustments help?

4. My early warning signs

How do I recognise stretched capacity?

5. Workplace adjustments and support

What changes or assistance might I need?

6. My next manageable step

What would I like to discuss, request or review?

Sustainable working means recognising changing capacity and creating supportive conditions, not expecting constant energy.