**How to Deal with Tech Fatigue**

Is tech fatigue even a thing? Yes, it is. It is defined as a state of mental exhaustion that occurs when people are required to use multiple or many digital tools and apps concurrently and long-term.

It’s also known as technostress or digital fatigue – not to mention Zoom fatigue! Although it’s been recognised for years as a physical and mental health issue, it has recently become a serious issue for many more people because of the changed working conditions during the COVID-19 pandemic.

The impacts of tech fatigue can include headaches, sore neck and shoulders, aching eyes, lack of focus, agitation, being unmotivated or unenthusiastic about work you usually enjoy, irritability, lowered productivity and work encroaching on personal time. You may notice other effects as well.

**What’s the Solution?**

* Reduce the number of apps and tools you use. Streamline where possible and delete the apps that are not essential to your work or personal life.
* Turn off all but essential notifications.
* Organise your phone and computer into folders for work and personal – and be disciplined about not accessing personal tools while at work. Interacting with multiple tools and apps on computer and phone tires you more than necessary. By separating work and personal tasks, you limit how many tools you interact with at any given time.
* Take regular breaks from all devices and being online – move and stretch and look at something long distance for a couple of minutes to relieve your eyes from close focus work.
* Turn off non-essential apps as soon as you are done with them – this way, you are not tempted to interact with them just because they are already open.
* Set limits on apps that you know chew up more time than they should – this way, your device will let you know when you have reached your limit or simply shut down at a specified time.
* Get rid of any apps that stress you. Technology should make life easier, not more challenging or more stressful. Find an easier-to-use replacement if you need to.
* Research browser extensions to reduce ads and page clutter and improve readability.
* Exercise outdoors without any devices.

Consider also taking a break from all your devices – although this takes some planning if you want to have a long break, it is refreshing to spend time without being online or on a computer or phone. Even one day on the weekend without technology is relaxing – how long since you have had a day without tech?

**Bookkeeping Can be Tech Heavy**

The bookkeeping and accounting industry can be tech-heavy; although there are still people who primarily operate out of paper notebooks and excel spreadsheets, they are fast becoming the minority! There are regular software updates, changes in legislation, online webinars and meetings. You have to interact with the industry, your association, colleagues, and many of your clients via digital interfaces. The number of apps relevant to our industry and our clients’ businesses is impossible to keep up with.

When the nature of our work is very dependent on technology and digital devices, we must make an effort to manage the load for our health and wellbeing.

Many bookkeepers love bookkeeping but not the tech required to do the job these days. Others love the tech and being able to advise clients on systems. Some find managing the tech easy without becoming addicted or overloaded, but others get drained by too much digital interaction. If this is not something you have considered before, simply experiment – have a day or two without any technology and compare how you feel to an ordinary day in which you use technology all day.

Rearranging how you interact with technology doesn't have to be a big thing. First, start with your phone and delete apps you don't use. Arrange apps into folders for easy classification and access. Start setting time limits for apps and even entire devices. Be disciplined about what apps you use during a day and stick to the minimum – more is not better in the case of where and how many apps your mental attention is focused on!

Find the technology solutions that will make life easier and give you back time for bookkeeping, running your business, clients, and yourself.