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Many people achieve work/life balance by making very large changes to their lifestyles — changing careers, social lives and even locations. In this part, I explain what downshifting means and how the process varies from one person to another.

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situation.

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Jeni Mumford is the author of Life Coaching For Dummies and is a professional coach and facilitator. Much of her work with clients centres around helping them to get the right balance across all

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areas of their lives.

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Book Review: Work-Life Balance for Dummies
Jeni Mumford and Katherine Lockett's <> is a must-read for any employee. The simple self-help book discusses what we can do as individuals to ensure that we do not neglect work-life balance.

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HBR Guide to Work-Life Balance

“Work/life balance may seem like an issue for individuals, but it also should be a concern for businesses,” said Max Messmer, chairman of Accountemps and author of Human

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