

Have 4+5

INPUT



ARE YOU IN CONTROL OF YOUR TIME?

Do you feel like there aren't enough hours in the day to do everything you have to? Perhaps you have got the time, you just don't have the right attitude.

Unless we change our attitude toward time, we can't get control of it. Control of time, and of life, is much more related to your personal perceptions than to what you actually face.

The key to feeling less time-pressed is to stop thinking that you're saving time when you do two or three things at once. Maybe you do really save some time, but you feel like time is racing. When you undertake two activities that require different cognitive senses, like eating and reading, you're sending a signal to your brain that says 'I've got to do two or



three things simultaneously, because I don't have time to get to the things I want to do.' That reinforces the sense of being pressed, even if you aren't.

So break that reinforcement. Eat in peace, chew each bite. Don't read or watch TV while you eat. The trick is not how to cram more in, but to regulate what, and how, you take it in.

You need to learn how to finish things. Most people don't take the time to observe the transitions and completions of their lives. These don't have to be momentous occasions - just give yourself a moment to stop and look at whatever job is at hand. If it's finished, stand back and admire it. Think about what you've accomplished, then leave it. Go on to the next thing.

continued on p.8

Quick Quiz

How Organized Are You?

1. Do you spend five minutes or more looking for a letter or document? Spend more than a minute and you're wasting your time.
 2. Are week-old papers on your desk? A desk is not a filing cabinet.
 3. Do you have trouble finding a particular item in your desk that you use frequently? Maybe it's best left on your desk.
 4. Do you believe you need to see everything in order to easily retrieve it? Overreliance on having to see "it" is an open prescription for a life of immense clutter and inefficiency.
 5. Do you feel that you could be organized if you only had more space? More space is seldom the answer; filing or getting rid of what isn't important is.
 6. Did you ever find something at the bottom of a pile that you didn't know was there? You're liable to lose anything! Break up your piles now.
 7. Do you have piles of newspapers and magazines you haven't gotten around to reading? If you're thinking of reading them cover to cover, good luck.
- Take time and think about how you can save time by being more organized.

CIRA ONTARIO presents in conjunction with the 1994 Post-Secondary Student's Conference

"Evolution of Intramurals...Expanding On Tradition"

T-Shirt Contest & Silent Auction

Proceeds from the Auction will be put towards a Student Scholarship Fund

Contest Details:

1. All entries are to be handed in upon registration in Guelph.
2. T-shirts are to be labeled with institutions name and contact name.
3. Institutions may enter as many t-shirts as they wish.
4. T-shirts will be judged on design appeal and promotional effectiveness.
5. T-shirts will not be returned but will be donated to the t-shirt auction.
6. Highest bidders will be awarded the respective t-shirts.

For more information contact the CIRA Ontario office at (905)575-2083.

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President's Goals and Objectives

CIRA Ontario is looking forward to an eventful and exciting couple of years under the direction of Christine Forbes our new 1994-96 CIRA Ontario President. Christine would like to share with you her goals and objectives for the organization—CIRA Ontario.

GOAL

To increase and retain our membership by providing efficient and professional service.

OBJECTIVES

1. To host a professional, highly marketed conference in January 1996.
2. To develop new liaisons with other professional organizations and investigate the feasibility of developing joint resources.
3. To research and develop new resources for our members, geared at the different levels of education.
4. To continue the operation of intramural and leadership workshops throughout Ontario.
5. To develop a strategic plan for CIRA Ontario and investigate alternate funding opportunities for the organization to become self-sufficient.
6. To target non-traditional professions in order to gain more visibility for CIRA Ontario.

I welcome any comments and/or recommendations regarding the organization or goals & objectives. You may contact me at 519-882-2080 Monday to Friday from 8:30 a.m. to 4:30 p.m.

5 Tips for Avoiding Interruptions

1. Set a time limit for each conversation. Look at your watch when the deadline approaches, and end the conversation when it arrives.
2. Stand up and meet an unwanted visitor outside your office. Talk there and the conversation is bound to be shorter.
3. Don't contribute to a conversation that isn't going anywhere.
4. Arrange your desk, if possible, so that your line of sight is away from the doorway. That way, your concentration won't be distracted by passerbys who might be tempted to stop and chat.
5. When all else fails, find a hideout. Do some routine work in the company library, or a vacant office on another floor. Tell only those who need to know where you're going.

CIRA Ontario Post Secondary Scholarships

It is time once again to nominate post-secondary students at your campus for our post-secondary scholarship(s). The following will provide the necessary information.

Description

A scholarship to recognize an individual involved at the post-secondary level who has been strongly involved in campus recreation.

Two scholarships of \$200 will be awarded to the successful applicants - one to anyone attending any Ontario college *and* one to anyone attending any Ontario university.

Criteria

1. Applicants must be attending an Ontario post-secondary institution.
2. Applicants must submit a 500 word type-written report about his/her contributions that he/she has made to an intramural or campus recreation program at his/her institution and his/her participation in the program.
3. Applicants must be sponsored by a CIRA Ontario member. The member must submit a letter stating why they feel the applicant should receive this scholarship, how many years they have known the applicant, and in what capacity they have been involved in intramurals with the applicant.
4. The candidate must have passing grades in the previous year and it will be verified before the scholarship is awarded.

Selection Procedure

The successful recipient will be involved in student leadership, convening, instructing, and/or officiating.

Application deadline is October 11, 1994. Please forward applications to Jane Varley, Athletic Department, University of Waterloo, Waterloo, Ontario, N2L 3G1.

The CIRA Ontario executive will be reviewing applications in October and the award will be presented at the post-secondary conference in November.

WINNERS OF THE FEBRUARY 1994 CIRA ONTARIO POST-SECONDARY SCHOLARSHIPS

Jennifer Mullohan - University of Western Ontario
Beatrice Bauer - Trent University

CAMPUS CONNECTION!

Attention all post-secondary personnel...this is **YOUR** page!

We want your ideas and your feedback on a regular basis. Please forward all ideas, articles, suggestions to CIRA Ontario, c/o Sharon Scime, Mohawk College, P.O. Box 2034, Hamilton, ON L8N 3T2 or send by fax (905)575-2372.

IDEA FILE

Members are encouraged to share successful program ideas in the "Info" File. Copy can be typed or written, and limited to 250 words. Send appropriate information, and black and white photographs if available.

Bombs Away

Looking for a new way to "drop" the news about a program?

For the past two years, the student activities board at the University of Kentucky has held a ping pong ball drop to promote Little Kentucky Derby (LKD) Spring Weekend activities. The board imprinted 3,000 ping pong balls with "LKD" and then hand-numbered them from 1 - 3,000. At the same time, prizes - everything from restaurant gift certificates and free car washes to a weekend at a local hotel - were solicited from area merchants.

Numbers were then randomly selected to correspond to the over 400 prizes. The week before the event, flyers and personal ads in the school paper announced the time and location of the drop. The drop was held at noon on the Monday before LKD weekend.

The first year the event was held, the ping pong balls were dropped over central campus from a helicopter. However, the wind created by the helicopter blades blew many of them onto the roofs of nearby buildings. This year the students had the balls in garbage bags and dumped them from an 18-storey office tower, the tallest building on campus. The response was wonderful! About 20 minutes before the drop, a crowd had gathered in anticipation. As it rained ping pong balls, students cheered and scrambled for the balls. During the rest of the week, information was given out on how to claim the prizes.

On Saturday, at the Little Kentucky Derby festivities, the information table handled the prizes. The staff was given a numerical listing of the winning numbers and the corresponding prizes. People had simply to bring their ping pong balls to the table, have the numbers checked, and claim their winnings. No prizes were awarded prior to Saturday.

The drop was a huge success and not only publicized Little Kentucky Derby, but was a special event in and of itself.

This article was reprinted from Campus Activities Programming Magazine and written by Joan M. Loughrey, Assistant Director of Student Activities, University of Kentucky.

Proven Strategies to Improve Female Participation

The following are sixteen proven strategies to improve female participation in your intramural program. These strategies were brought to light through selected readings and a survey completed by College Intramural Directors in the fall of 1991. Humber College Campus Recreation students presented these strategies in their presentation at the 1992 Post-Secondary Student's Conference.

- Make your awards more appealing to both men and women.
- Make your awards reflective of participation, as well as achievement.
- Develop more passive, non active programs such as sport pools, where they can participate without getting physical and utilizing a great deal of time.
- Offer introductory skill clinics to learn the basics of the sport prior to the commencement of league or tournament play.
- Adapt the length of play, according to the popularity of the activity.
- Change the rules to encourage female participation.
- Lower the number of women needed to participate in, or start an intramural activity.
- Change the format of some leagues or tournaments to a dynamic "one evening" or "one afternoon" program.
- Change your advertising to encourage neutral, non sexist language and visual aids to make your program more inviting to women.
- Offer "recreational only" activities.
- Have women play in male only and/or male dominated activities.
- Have women enter a complete team in a male activity.
- Utilize females as staff: referee's, placement, scorekeeper's, sport convenors
- Provide training for females to take on these roles.
- Make facilities available for female use only.
- Encourage informal/independent usage.

InfoMotion

Confederation College Campus Recreation department has implemented a new orientation format to their Campus Recreation information social.

It is called "INFOMOTION" and the concept is to provide a hands-on introduction to their program. It is held within the first two weeks of orientation at Sharky's (College's pub).

Students are requested, through the program co-ordinators, promotional banners and posters and The Polar Press, to pick up their "invitations" to infoMotion from the Campus Recreation office. Invitations are available for any student interested in participating in Intramurals or getting on an Intramural team. On the back of the invitation is an entry form. The entry form has two purposes. The first is that it is used for the door prize draws and secondly the information obtained from the form is used to update our student participation database.

Because InfoMotion is held in Sharky's we ask that the pub is closed for about 1/2 for us to do our Campus Recreation "spiel". However, weather permitting we set up outside beside the beach volleyball court and Sharky's does not need to shut down. Everyone attending our "spiel" is given a "bracelet". This bracelet will allow them to take part in the FREE barbecue (the whole InfoMotion social is FREE to students).

Our "spiel" describes our program, including our activities, the responsibilities of the Team Reps, and general rules and regulations. At this time we also distribute copies of The Polar Press, our Student Daytimer & Activity Guide and our Campus Recreation rules and regulations. This is also the time we ask that 1-2 people per team are chosen as their teams Team Representative.

After our "talk", participants are invited to take part in the three (3) activities that we have scheduled. Our activities in the past have included beach volleyball, tennis, canoeing and baseball. This year the activities were centrally located at Sharky's and included beach volleyball, basketball and billiards.

While participating in the activities the participants are welcome to enjoy the barbecue (hotdogs & hamburgers). Draws for door prizes are done throughout the afternoon.

We chose this information format because we were looking for a social setting combined with hands-on experience.

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INTRAMURAL EXTRAVAGANZA....

Haunted Halloween in the Gymnasium

As part of the Halloween festivities, a feature event could be held similar to a traditional Play Day. The event should consist of ten to fifteen stations depending on the time available to run the event. Points are awarded at each station for every successful attempt at a task. The team with the most points at the end of the event would be declared the winner.

Suggested Activities Include:

Witch's Run—In a relay format, each player dresses in a witch's costume, picks up a broom and sweeps a ball around several pylons and back again.

Feed Dracula—Three designated throwing lines are established. Each student has three attempts from each line to throw a rubber spider into Dracula's mouth. A picture of Dracula is placed on the wall. After each player completes their turn, the spider is passed to the next team member.

Monster Mash—From a designated line, each participant attempts to throw three frisbees into the mouth of a monster.

The Ghost Riders—In a relay format, each participant puts on a halloween mask, sits on a scooter, then travels around a pylon and back.

Candy Dish—In a relay format, each player runs, picks up a scoop and makes three consecutive attempts to toss and catch all the treats in the scoop.

Capture the Ghost—From a designated throwing line, participants toss a hula hoop around a ghost.

Spider Walk—The first player gets in a crab walk position with a spider on his or her stomach and moves along the length of a bench. The player then runs back and gives the spider to the next player.

Cauldron Throw—From a designated distance, each participant stands with his or her back to the cauldron. Use a large



garbage pail for the cauldron. While looking through a mirror, each player attempts to throw an ingredient into the cauldron (ie/rubber bat, spider, snake).

Pin the Nose on the Jack-O-Lantern—While blindfolded, each player tries to stick a nose onto a jack-o-lantern. The jack-o-lantern should be constructed out of construction paper and mounted on a wall.

Pin the Hat on the Witch—While blindfolded, each student attempts to pin a hat on the witch's head.

Spider's Alley Race—Students must spider crawl between an alley of floor hockey sticks, around a pylon and back.

Perilous Prickle Bush—Each student slides along a bench on their stomach until they reach the prickly bush which is a hula hoop suspended at a reasonable height. They attempt to crawl through the hoop without touching it.

Ghost Buster—In a relay format, the first player sits on a scooter, travels to a bucket, captures the ghost and returns. The ghost can be made out of an old white sheet or tissue paper. The second player travels on the scooter and puts the ghost back in the bucket.

The Devil's Hoop—While standing behind the designated line, each player attempts to throw a ball through a hoop and into a cauldron.

The Graveyard—With piped in music for atmosphere, each participant blows ping pong balls through holes cut out in a sheet of bristle board or styrofoam. Paint the board to look like a tombstone.

Pumpkin Seed Ho!—Players are given several pumpkin seeds in a paper cup, a small dish and a straw. At the signal, everyone tries to pick up a seed and transfer it from the cup to a dish by sucking on the straw. The first team to move all the seeds wins.

Pumpkin Toss Points are scored for landing rings around a pumpkin.

Pumpkin Bowling—Have a bowling game using small pumpkins or gourds with milk cartons as pins.

Pumpkin Portage—In a relay format each person must carry a pumpkin through an obstacle course, handing off the pumpkin to the next person at the end of the course.

Magic Potion—At this station, everyone in the group is given a "magic potion" to drink. Serve orange drink and black licorice.

These activities/ideas were taken from CIRA Ontario's new & exciting resource book called "Not Just Another Games Book". Order your copy today and receive many more fabulous ideas!

HALLOWEEN TRIVIA

(Answers are on page 8)

1. Who is the friendly ghost?
2. In what land did the Wicked Witch of the West and East live?
3. How did the Wicked Witch of the East die?
4. Who is the cigar smoking witch?
5. What cereal does Granny Goodwitch never get to eat?
6. Which famous Shakespearean play featured three witches?

CIRA BELIEVES IN...

FAIR PLAY: Whatever you play, PLAY FAIR, have fun and enjoy yourself!

7. In A Christmas Carol, how many ghosts visited Scrooge?
8. In Hansel and Gretel, what was the witch's house made of?
9. In which fairy tale did the witch use a poison apple?
10. Who slept in the pumpkin patch waiting for the Great Pumpkin?
11. What is the real name of the head ghostbuster?
12. In Ghostbusters, what happens if a ghost gets you?
13. What was the giant ghost made of in the movie Ghostbuster?
14. When do Gremlins multiply?
15. Who was the friendly gremlin?
16. In Bewitched, who couldn't keep her spells straight?
17. What Greek God fights witches and demons?
18. Who built the monster Frankenstein?
19. Who was Dr. Frankenstein's assistant?
20. What was the name of the Munster's pet?
21. Who was Herman Munster's wife?
22. When do werewolves come out?
23. What kills a werewolf?
24. What is a male witch called?
25. Which wolfman is a favourite DJ.?
26. In what does a witch brew her potion?
27. Which American town is famous for witch trials?
28. What method of travel does a witch use?
29. When does Dracula sleep?
30. What country is famous for vampires?
31. What is the name of Sesame Street's vampire?
32. What vegetable was originally used to make a jack-o-lantern?
33. Who used "abracadabra" and "hocus-pocus" as spells to change a vampire to a bat?
34. What is a carved pumpkin called?
35. How many bones are in a skeleton?
36. Who flies the skull and crossbone flag?
37. Who is Mrs. King's government agent friend?
38. What floor can't you find in a hotel?
39. Whose wife lived in a pumpkin shell?
40. What brings seven years bad luck?
41. What dance was a "Graveyard Smash"?
42. What was the original name of Halloween?
43. Who is "all wrapped up" on Halloween?



1995 Post-Secondary Student's Conference

CALL FOR BIDS

CIRA Ontario is looking for a college, university and/or combination to host the 1995 Post-Secondary Students' Conference. If you would like to bid to be the host institution please contact the CIRA Ontario office at 905-575-2083. The 1995 Conference host(s) will be announced at this year's University of Guelph Post-Secondary Conference being held November 11th—13th, 1994.

Be sure to get your bid in as soon as possible... Time is running out!

NOT JUST ANOTHER GAMES BOOK



ORDER YOUR COPY TODAY!

— Just \$20 —

A Great New Resource for Teachers and Recreation Professionals

Written by Brent McFarlane, Dave Schlei and Pat Doyle of the Waterloo County Board of Education, the book includes over twenty chapters on theme week and special event programming. Topic areas include: Welcome Week, Week on Wheels, Fitness Follies and Western Daze. Over 150 pages of ideas suitable for elementary and secondary schools.

Special Event & Theme Week Programming for an Active School

Call the CIRA Ontario Office at (905) 575-2083 for information on how to order.

CIRA Ontario—Canadian Intramural Recreation Association

Are You Winning at Sport Nutrition?

1. Canada's Food Guide to Healthy Eating does not apply to athletes?
 True False
2. If you lose weight during a training session you have lost water not fat.
 True False
3. During training periods, most athletes must limit the amount of fat they eat. True False
4. Athletes should never eat in fast food restaurants if they want to maintain a proper training diet.
 True False
5. An athlete who is unusually tired during regular workouts may be iron deficient. True False
6. Water is always the best drink for athletes during training and competitions. True False
7. Vitamin supplements will give athletes more energy.
 True False
8. Eating soon after a training session or a competition is not a good idea because the body is recovering from the activity. True False
9. Extra protein foods and protein or amino acid supplements will help produce bigger and stronger muscles. True False
10. The meal eaten just before the event provides most of the energy needed for that event. True False
3. **True**—A lower fat diet is necessary so that athletes can eat enough carbohydrates while controlling their energy intake. The body's carbohydrate stores are depleted during strenuous workouts and they must be replenished by eating high amounts of carbohydrates.
4. **False**—Athletes can maintain a high carbohydrate, low fat diet even when they occasionally eat in fast food restaurants. To avoid too much fast food, pack nutrition as part of your equipment! Organize a "Team Nutrition Kit" and include portable, high carbohydrate grains, fruits and vegetables for snacks to supplement fast food meals.
5. **True**—Iron deficiency is a less than normal amount of iron in the body. Iron deficiency is fairly common among athletes and it may sometimes explain unusual fatigue during workouts. A sport dietician can give advice about an athlete's eating pattern. If fatigue persists after the person changes their diet, they should check with a sports medicine physician who will assess other factors such as the training schedule, the amount of rest and other medical concerns.
6. **False**—Although water is usually the best drink for athletes during exercise, sometimes water alone is not enough. Beverages such as juices, commercial sport drinks, fruit drinks and soft drinks contain water plus carbohydrates and electrolytes. They are better than water at these times:
 - During prolonged exercise lasting more than one hour to supply water and carbohydrates.
 - or
 - During conditions of extreme sweating such as hot temperatures, humid conditions and prolonged endurance exercise to supply water and electrolytes.
7. **False**—Energy does not come from vitamins. Energy comes from carbohydrate, fat and protein. Although some vitamins help the body to use energy, these vitamins are easily
8. **False**—It is very important to re-fuel with a high carbohydrate meal or snack as soon as possible after an activity. Although it takes at least one or two days after a hard workout to fully refill the carbohydrates stores, athletes should start consuming carbohydrates within 15 minutes after the activity.
9. **False**—Proper strength training exercises - not extra dietary protein - will stimulate muscular growth. The energy from excess protein and amino acid supplements is simply stored by the body as fat - not muscle. Athletes get enough protein in their normal diet to allow for muscle growth.
10. **False**—Energy for an event or a competition depends more on the food eaten during training than on the pre-event meal. The goals of this meal are physical comfort and mental alertness. Before an event, eat mostly carbohydrates with small amounts of protein and fat. Only eat enough to avoid hunger during the event. Drink plenty of fluids and always eat familiar foods.

How did you score?

1. **False**—All athletes should use Canada's Food Guide to Healthy Eating as the starting point for planning a training diet, regardless of the sport. The Guide provides a range of daily recommendations for each of the four food groups. Because most athletes need more food during training, they should choose lots of high carbohydrate grains, fruits and vegetables.
2. **True**—Athletes can lose a considerable amount of water as sweat during a workout which causes them to weigh less. This quick weight loss is not due to loss

Three simple rules to prevent DEHYDRATION

- Always keep your personal water bottle handy and drink lots of fluids before, during and after workouts or competitions.
- Keep track of your body fluid level by weighing yourself before and after your workout. (Weigh yourself nude-sweaty clothes will give you a false reading!) For every kilogram of weight lost, drink one litre of fluid.
- Keep track of the colour and amount of your urine. Aim for a light, frequent urine. If you have dark, concentrated, scanty urine, you need more fluid.

HOW TO DANCE WITH AN ELEPHANT

Part II of II

The following article is a continuance from Part I written in the February 1994 issue of the Input. The topic of discussion is based around dealing with someone in your organization who does not fully appreciate or even misunderstands your program (the elephant). The "dance" is a way of educating those you work with while developing a positive, professional relationship.

Dancing With The Elephant

When you understand how the elephant evaluates your program, talk their language, and dance. Here are some ways:

- When using another area on campus, buy extra supplies and leave them there.
- Publish an annual or quarterly report of your area. Distribute it internally, especially to your supervisors. Use criteria that your supervisors will understand.
- Help develop an organizational calendar of events that is distributed internally. Everyone will know more about what's going on.
- Keep accurate mailing lists and make them available to other areas.
- Write a monthly report of your area's activities and send it to your supervisor.
- Create an Ambassador Committee. They can develop new ideas, help implement them, and support activities from your area that dance with the elephants.
- Refer some students to other areas. Make sure you say, "Tell them I sent you." Follow up on this referral.

This article was by Fred Bayley Isothermal College

- Have balloons or flowers delivered to another area to thank them for their help.
- Help other areas of the organization such as during new student orientation or graduation.
- Hold a Thanksgiving lunch and invite support divisions to be your guest. Thank them for their support.
- Create a "Thank-you" poster and have everyone in your area sign it.
- Ask other staff to do a workshop for your area.
- Pool your resources and conduct your staff training with another department.

Enjoying the Dance

During the dance, you will notice these benefits.

- Your job will be more enjoyable with less stress.
- You'll be talking the same language.
- You will be a team member with the whole institution winning.
- You will see an increased awareness of your program in your organization.
- The organization's commitment to your programs will rise.
- Your program's credibility will be enhanced.

Now Your Song is Playing

Set a goal to start two new ideas within the next two weeks. Be persistent in encouraging your elephant to dance. It only takes a few good strategies to start the elephant smiling.

Good Luck!

Take-a-Break Signals:

The body and mind send you gentle reminders that you've reached your limit—that it's time to take a break. Treat them as friendly nudges rather than irritating interruptions, and you'll avoid unnecessary stress and fatigue.

- feeling a need to stretch or move about;
- yawning and sighing;
- finding yourself hesitating and procrastinating, unable to continue working
- noticing your body getting tense or fatigued
- pangs of hunger
- feeling "spaced out"; your concentration is poor, your mind wanders
- feeling depressed or emotionally vulnerable
- being distracted by fantasies
- slight memory problems; forgetting words "on the tip of my tongue"
- making careless errors in typing or counting
- sharp drop in performance and output

Ten Ways to Burn Calories While on the Job

1. Climbing the walls.
2. Jumping to conclusions.
3. Beating the bush.
4. Jogging your memory.
5. Passing the buck.
6. Pushing your luck.
7. Running down your boss.
8. Dragging your heels.
9. Stretching the truth.
10. Bending the rules.

Physical Activity and the Immune System

The role of physical activity in many areas of disease prevention and health promotion is well documented. Physical activity has proven itself as a preventative strategy for cardiovascular disease, diabetes, and osteoporosis.

Research conducted to date has looked at short and long-term exercise in both highly trained and less conditioned

individuals. The studies focus on the effect of exercise on white blood cell count and various subcomponents in the blood, including natural killer cells and certain specialized immune cells such as T helper cells.

In general, the research suggests that moderate exercise may enhance the body's ability to fend off illnesses such

as colds but intense training may increase susceptibility to infections.

There is still much to learn about the effect of exercise on the immune system but recent findings are positive ones.

Source of information: Canadian Lifestyle and Research Institute.

Are You in Control of Your Time? (cont. from p.1)

By giving yourself a breather, even if it is just one minute, you get control of your time. Practicing completions lets you keep the bad parts of a day from spilling over into the rest. For instance, say you get off the phone with someone who has given you a hard time. You can let it spoil the rest of the day, or you can say, 'Well, I got past that one.'

So start one task, proceed as far as you can, stop, go to another. No other technique accomplishes as much. Chipping away at this and that makes each task take much longer.

The most productive, happy people go from one completion to the next, not in an obsessive manner, but knowing that you can't go on to something else until you've finished a task in your mind. The mind wants completions, partitions, transitions. Having a mental framework that takes transitions lets you feel more in control.

This article was rewritten from "At Your Best on and off the job" newsletter, March 1993 issue.

InfoMotion

(cont. from p. 3)

This would be a great way to promote your program to new and or returning students. Use returning students to help "man" the activity stations as well as "sell" your Campus Recreation program.

Plan now for your "InfoMotion" session to be held in January!

This article was submitted by Susan Tucker, Confederation College, Thunder Bay, Ontario. For more information contact Susan at (807)344-2430.

INPUT is a quarterly publication produced by the Canadian Intramural Recreation Association of Ontario (CIRA Ontario).

Ideas, activities and articles are needed for future INPUT issues. If you have any ideas, suggestions, special events, etc., (no matter how crazy they may seem!) please send them to the CIRA Ontario office at P.O. Box 2034, Hamilton, Ontario. L8N 3T2
Fax: (905) 575-2372

Edited by Sharon Scime
Design and layout by Lesley Scime

HALLOWEEN TRIVIA ANSWERS

(Trivia on page 5)

1. Casper
2. Land of Oz
3. By Dorothy's house
4. Broom Hilda
5. Sugar Crisp
6. Macbeth
7. 4
8. Gingerbread
9. Snowwhite
10. Linus
11. Bill Murray
12. You get slimed
13. Marshmallow
14. When they get wet
15. Gizmo
16. Aunt Agatha
17. Hercules
18. Dr. Frankenstein
19. Igor
20. Spot
21. Lily
22. On a full moon
23. A silver bullet
24. A warlock
25. Wolfman Jack
26. A cauldron
27. Salem, Massachusetts
28. A broom
29. During the day
30. Transylvania
31. The Count
32. The turnip
33. Bugs Bunny
34. A jack-o-lantern
35. 206
36. Pirates
37. Scarecrow
38. 13
39. Peter, Peter Pumpkin Eater
40. Breaking a mirror
41. Monster Mash
42. All Hallows Eve
43. A mummy

SCIP WORKSHOP

Thursday, December 1st, 1994

Centennial College

Contact: Joan Healey
(416) 694-5241

UNIVERSITY DIRECTOR'S WORKSHOP

Date TBA

Queen's University

Contact: Kathy Jackson
(613) 545-2500

CIRA ON
POST SECONDARY
STUDENT CONFERENCE

25
years

1994
November 11-13

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ANNOUNCING
THE
16th ANNUAL SECONDARY
SCHOOL INTRAMURAL
LEADERSHIP WORKSHOP
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INTRAMURALS



GET INVOLVED

Thursday, November 3rd &
Friday, November 4th

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