

# Want to improve office productivity?



## Follow these three simple rules:

1. Stay home when ill.
2. Cover your coughs with a tissue or your elbow.
3. Wash your hands or use alcohol-based hand sanitizer.

Influenza is most easily spread if someone with flu is coughing in close proximity to another person. Flu season starts in the winter months and continues through spring. One case of influenza can spread to several people, even to healthy adults.