IS FOR JIGSAW PUZZLES

AS A WRITER, I use words all day long, so it helps to work out a different part of my brain when I want to unwind. Each time I place another puzzle piece, I feel as if I’m getting a small hit of dopamine—similar to the high caused by a Facebook like—and the satisfaction at the end of connecting 500 or 1,000 pieces is epic. I start with a chaotic, jumbled mess, and with a little concentration, I wind up making sense of the big picture. —JANICE ERLBAUM

IS FOR KICKING BACK WITH A COCKTAIL

...AND FOR KEEPING THINGS SIMPLE. If you’d like to imbibe in a matter of moments, Sam Levy, the delightfully inventive bar manager at the Restaurant at Meadowood in St. Helena, California, can help. These no-fuss, down-to-business, three-ingredient libations are as quick as they are delicious.

PALOMA

"The summery, more fun version of a margarita—and margaritas are already pretty fun.”

2 ounces tequila
1/2 ounce St-Germain
elderflower liqueur
5 ounces grapefruit soda

Serve in a Collins glass, and add a lime wedge if you’d like.

PEGU CLUB

"So simple and refreshing.”

2 parts gin
1 part Cointreau
1 part lime juice
Shake with ice and serve.
(You can add a few drops of Angostura bitters to keep it classic.)

AMERICANO

"Everyone associates James Bond with the Vesper martini, but in fact, this is the first cocktail he orders in the novel Casino Royale.”

1 part sweet vermouth
1 part Campari
5 parts club soda

Serve in a Collins glass, and add an orange wedge if you’d like.

IS FOR LISTMANIA

BLAME IT ON BRAIN CHEMISTRY, upbringing, or plain old neurosis, but I love my to-do list. Every night before bed, I cross off what I’ve accomplished and carry over what remains to be done. The list, which can include items as wide-ranging as “buy milk” and “write novel,” guarantees I’ll awaken with a sense of purpose. I don’t have to complete everything on it, but knowing it exists is a weird form of comfort all its own. —MEGHAN DAUM

O’S song-savvy staffers on their most calming tracks:

"SUNDAY MORNING" by the Velvet Underground. The sound of that celesta lowers my blood pressure.” —ADRIANNE DIDIK, COPY CHIEF

"THEESatisfaction is this great hip-hop duo, and their song 'QUEENS' is jazzy and slow, but still feels fun.” —ZOE DONALDSON, ASSISTANT EDITOR

"Damien Rice's record O is so relaxing—I love how the strings swell and fade. And yes, I know it's funny that I chose an album called O.”

—ELYSE MOODY, SENIOR ASSOCIATE EDITOR

"MUTINEER" by Warren Zevon was playing when my daughter was born. I always sing it to her before bed on her birthday.”

—LISA KOGAN, WRITER AT LARGE

"THE SEA AND THE BELLS" by Rachel's is a dreamy album about a sea voyage, with creaking hulls and singing sirens amid orchestra sounds.”

—KATIE ARNOLD-RATLIFF, ARTICLES EDITOR

"The long instrumental part at the end of 'SOMEWHERE,' by Sanders Bohlke, is great to fall asleep to.”

—Jihan Thompson, Health Editor

"BENEATH THE TREE" by Sampha—his voice is like warm pudding being poured into my ear.”

—MOLLY SIMMS, SENIOR ASSOCIATE EDITOR