

MANAGING STRESS

Each and every morning when I wake up, I will awaken with a very positive attitude. This attitude will be with me all day. I will be aware of negative situations and negative people that I will meet throughout the day and, as I become aware of them, which will be immediately, they will only stimulate and motivate me to become even more positive. I will be aware of any negative thoughts that happen to slip into my mind and I will immediately reject them as useless thoughts.

I. STRESS KILLS or STRESS SKILLS

The idea is to build an arsenal of skills to help us in dealing with our stressors.

II. NAME STRESSORS

Become aware that stressors happen and they are good and bad. We have little or no control.

III. THREE ASPECTS OF STRESS

Shallow breathing

Action

HOW TO DEAL WITH STRESS

Learn to breathe. "Deep and cleansing breath".

Racing Mind

Thought

Learn to focus on one thing.

Anxiousness and tension

Emotion
Physical
Reaction

Learn to relax, stretch, loosen up, laugh.
Calmness, peace.
I'll handle it.

IV. TWO RULES OF STRESS

1. Don't sweat the small stuff.
2. It's all small stuff.

V. ALLEVIATING STRESS

Happiness is not getting what you want; it's wanting what you have.

Happiness is found along the way and not at the end of the road.

Yard by yard, it's hard. Inch by inch, it's a cinch.

It's not work harder; it's work smarter.

Don't tell me, I'll forget. Show me, I may remember. Involve me, I'll understand.

VI. 9 DOT PUZZLE

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Draw 4 straight lines

• • •

connecting all 9 dots

• • •

without lifting pen from paper.

VI. 1440 = MINUTES IN A DAY

VII. MENTAL TOUGHNESS

The importance of "time out" and recharging.

High Positive
Energy

High Negative
Energy

Low Positive
Energy

Low Negative
Energy

The Seven Habits of Success

By Stephen Covey

Be proactive. You are responsible for life. Decide what you choose to do and do it now.

Begin with the end in mind. Think of how you want to be remembered at your funeral. Use this as a basis for your everyday behavior.

Put first things first. Devote more time to what's important and not necessarily urgent.

Think Win! Win! Have an abundant mentality. Seek solutions that benefit all parties.

Seek first to understand, and then be understood. Don't dive into a conversation. Listen until you truly understand the other person – then paraphrase.

Synergize. Find ways to cooperate with everyone. Value the differences in people.

Sharpen the saw. Continually exercise and renew the four elements of yourself: physical, mental, emotional, and social spiritual.

Positive Coping Skills

1. Spiritual
Faith, prayer, commitment, valuing, worship. Surrender – letting go. Forgiveness.
2. Mental
Time management, problem solving, imagery, re-labeling, reorganizing, life planning
3. Family
Balancing, flexibility, building esteem, building togetherness, networking, conflict solution
4. Physical
Relaxations, self-care, exercise, nourishment, breathing, biofeedback.
5. Diversion
Education, music, working, playing, vacation, hobby
6. Interpersonal
Assertiveness, affirmation, limits, linking, contact, expression

Negative Coping Skills

Tantrums, blaming, worrying, guilt, denial, stubbornness, passive, aggressive, abstaining, Indulging, overeating, alcohol, tobacco.

One copier I would like to drop:

One copier I would like to add:
