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# Managing Stress

## For Optimists, Pessimists & Skeptics

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### **PURPOSE OF WORKSHOP**

**This workshop will help you:**

1. Improve your health
2. Work more effectively
3. Control your reactions to any stressful situation
4. Eliminate chronic symptoms of stress
5. Improve communication with yourself, and with others.

**What stresses would you like to handle better?**

## **Workshop Leader: Leslie Rose**

Leslie Rose has been a consultant in the field of self-management skills for over 25 years. His programs help individuals to perform better at work and at home.

Leslie focuses on training and consulting in stress management, effective communication, customer service and humour.

## **OPTIMAL STRESS**

### **Gathering Information**

1. What stressors are pulling down your wellbeing?
2. How are the stressors affecting your body?
3. What changes in your usual patterns let you know you are under stress?
4. What will motivate you to control stress more effectively?

### **Workplace Stress Management**

1. What are the major factors underlying workplace stressors today?
2. What major choices do you have to handle the stressors?

# PERSONAL STRESS MANAGEMENT

## 1. How Important is Health and Wellbeing?

## 2. Bad Habits (Behaviour)

- Examples
- Defined
- Disadvantages
- One bad habit I'm willing to work on
- What I'll do this week
- My motivation to succeed

## 3. Self-defeating Beliefs (Thoughts)

- Qualities of negative thinking
- Examples of negative thinking
- Self-defeating thinking affects our behaviour
  - Procrastinating
  - Over-eating
- Beliefs
- The essential self-defeating beliefs

## **SELF-DEFEATING BELIEFS**

**Put a check beside any of the statements below that you hold as a current belief.**

1. I must always be in control of every situation.
2. I must always appear strong and sure of myself.
3. I must always strive to accomplish more.
4. I must always be right.
5. I have to be liked and receive approval from everyone, all the time.
6. If I refuse a legitimate request, then I am selfish or wrong.
7. If I ask questions or make statements in a situation where I am not sure of myself, I will appear ignorant.
8. I am not okay when I make mistakes.
9. It is not right for me to express anger.
10. If I assert myself and your feelings are hurt, I am bad and responsible for hurting you.

Rewrite more positively any of the above statements.

Repeat this new statement 10 times daily for 3 weeks.

# FOCUSED RELAXATION

## Definition:

### A. Preparation Steps

1. *Feeling:* heavy
2. *Saying:* "I choose this time for my focused relaxation."
3. *Aware:* of sounds
4. *Focusing:* on breathing

### B. Techniques

1. **Focused on Thoughts**
  - Quiets intensity of thinking
  - Improves awareness of the body, and the here and now
2. **Abdominal Breathing**
  - Relaxes excess muscle tension
  - Increases flow of oxygen to the body
3. **Calm** (Repeating the word, then picturing a calm place)
  - Decreases compelling thoughts
  - Focuses on pleasant thoughts
4. **Affirmations**
  - Helps positive thoughts become dominant
  - Supports goal setting and goal achieving

"I am a good person."

"I choose wellness and control."

"I accept myself as I am."

"I forgive myself and others."

"I like myself."

# STRESS

1. Stress is
2. Stress managers
3. Optimal stress
4. **Car analogy**
  - How fast do you drive?
  - How often do you do your tune-up?
  - The human body
  - Health
  - Symptoms of poor health
  - Vitality
5. **The Power Pattern**

Improving performance with:

  - Relaxation
  - Visualization
  - Affirmations
6. **The Body Age Study**
  1. The purpose
  2. The results
  3. What changes get results
    - a) Values and goals clarification
    - b) Focused relaxation
    - c) Effective communication
    - d) Exercise
    - e) Nutrition
7. Personal action plan