



Stress Little changes.....Big Gains

You are certainly not alone, if you are feeling stressed—39% of people today report feeling stressed at least sometimes and 40% report feeling stressed frequently! It is not the actual stress that is the biggest problem—it is how you cope and react to it. Remember, you decide how to deal with it, so try some of our stress relievers. When you don't deal with stress positively, it can cause many physical symptoms:

Stress symptoms most frequently experienced

- Fatigue/Exhaustion
- Tight back or shoulder muscles
- Anger
- Insomnia
- Anxiety
- Headaches
- Sadness/Depression
- Hopelessness
- Colds/Congestion
- Indigestion
- Intestinal Disorders (diarrhea, cramps, etc.)
- Ulcer symptoms

Proven Stress Relievers!

- ☞ Get up 15 minutes earlier in the morning. The inevitable morning mishaps will be less stressful. Also plan to arrive at appointments 15 minutes early.
- ☞ Allow yourself time everyday for privacy, quiet and introspection.
- ✕ If an especially unpleasant task faces you, do it early in the day and get it over with!
- * Have a forgiving view of events and people. Accept the fact that we live in an imperfect world and that most people are doing the best they can.
- ✕ Don't rely on your memory. Write things down that you need to do.
- ☞ Be prepared to wait—bringing a book makes waiting easier and more pleasant.
- ☆ Don't forget to take a lunch break. Try to get away from your desk or work area in body and mind, even if it's just for 15-20 minutes.
- ☞ Prepare for the morning the evening before. Set out breakfast items, make lunch, put out clothes to wear, etc.



More steps to reduce Stress

☆☆ Get enough sleep!

☆ Unplug your phone and take a long bath, meditate, sleep or read without interruption.

☞ Say No! Saying no to extra projects, social activities, and invitations you know you don't have the time or energy for takes practice, self respect and a belief that everyone, everyday, needs quiet time to relax and be alone.

* Practice deep breathing throughout the day—when stressed you tend to breathe very shallow which leads to muscle tension.

☞ Talk it out! Discussing your problems with a trusted friend can help clear your mind of confusion so you can concentrate on problem solving.

☞ Relax your standards. The world won't end if something doesn't get done.

✗ Procrastination is stressful. Whatever you want to do tomorrow, do today, whatever you want to do today, do it now!

☞ Plan ahead. Fuel the car, stock the kitchen, schedule the key things you need to do.

✗ Don't put up with something that doesn't work right—this can be a source of constant irritation. Get it fixed or get a new one!

☆ Set up contingency plans, just in case.

☞ Get up and stretch periodically if your job requires that you sit for extended periods.

☞ Write your thoughts and feelings down. It can help you clarify things and can give you a renewed perspective.

☞ When the stress of having to get a job done gets in the way of getting the job done, diversion, a voluntary change in activity and/or environment may be just what you need!

☆☆ Do something for someone else!

☞ Schedule a realistic day. Avoid the tendency to schedule back to back appointments, allow time for a breathing spell.

✗✗ Eliminate destructive self talk,,,,,I am too fat, I am too old.....

☞ Don't try to multitask. Do one thing at a time but do that well.

☞ Every day, do something that you enjoy!