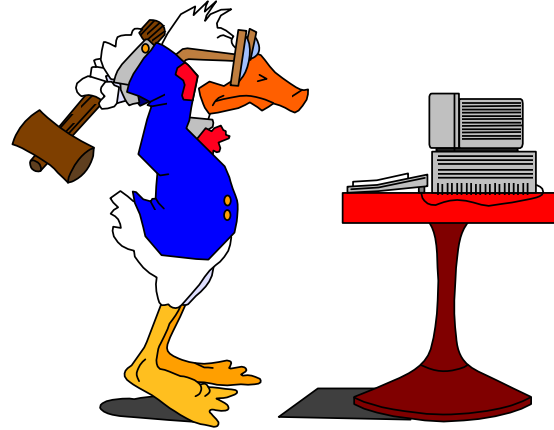


***STRESS MANAGEMENT AT WORK
PLACE***

STRESS

- What is stress????
- Why it happens????
- Is it good or bad????
- What can you do to help yourself????



WHAT IS STRESS?

- The body's inability to effectively manage/deal with any given situation whether it is positive or negative
- It is your reaction to any stimulus that YOU cannot deal with

The Stressor Continuum

- Stress begins in our mind
- Then it effects our emotions
- And in turn produces some sort of
- Physical
- Behavioural
- Spiritual Response

STRESS FEELINGS

- Worry
- Tense
- Tired
- Frightened
- Depressed
- Anxious
- Anger



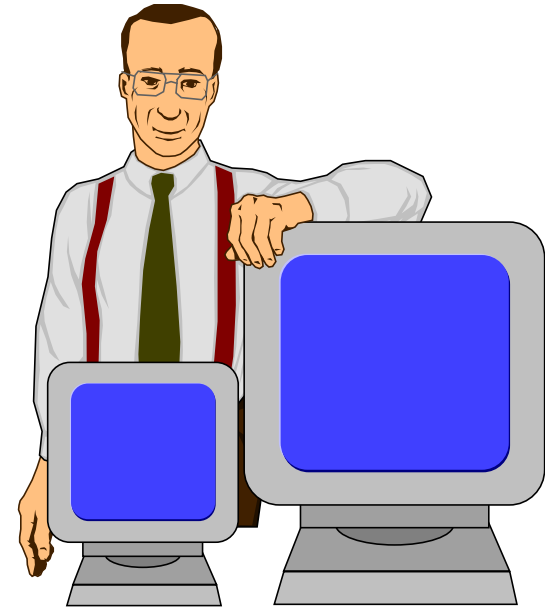
EXTERNAL STRESSORS

- Physical Environment
- Social Interaction
- Organisational
- Major Life Events
- Daily Hassles



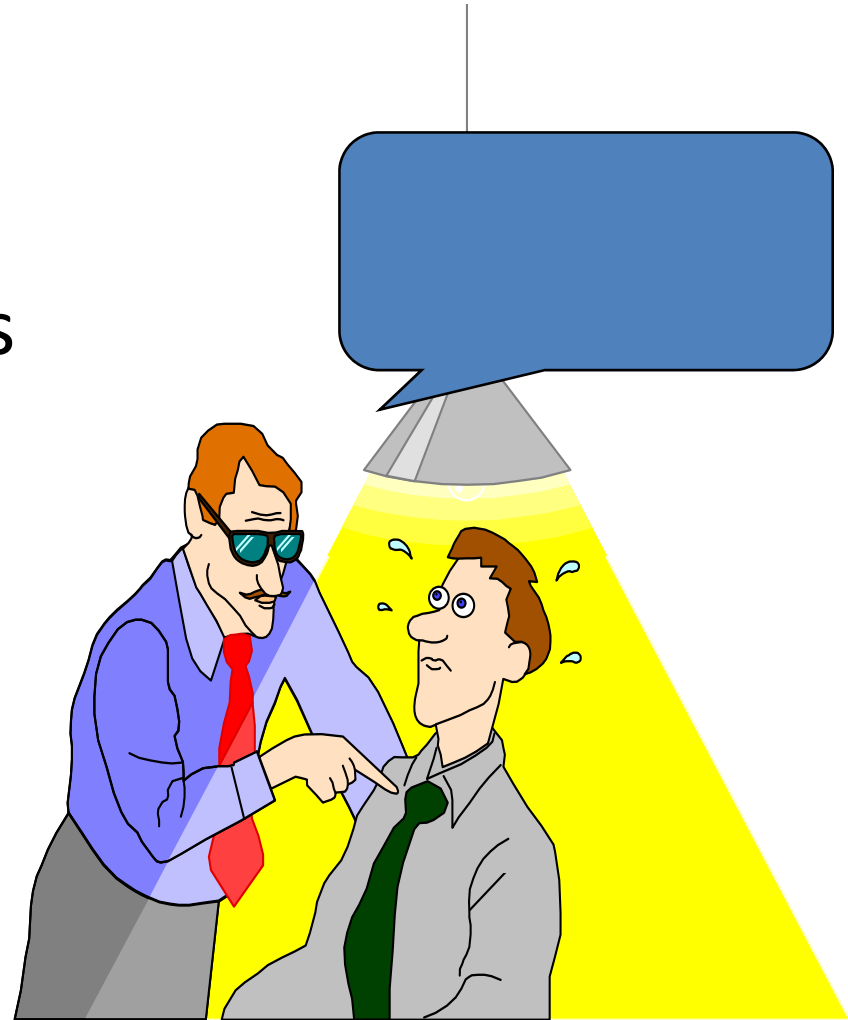
PHYSICAL ENVIRONMENT

- Noise
- Bright Lights
- Heat
- Confined Spaces
- Lack of Ventilation



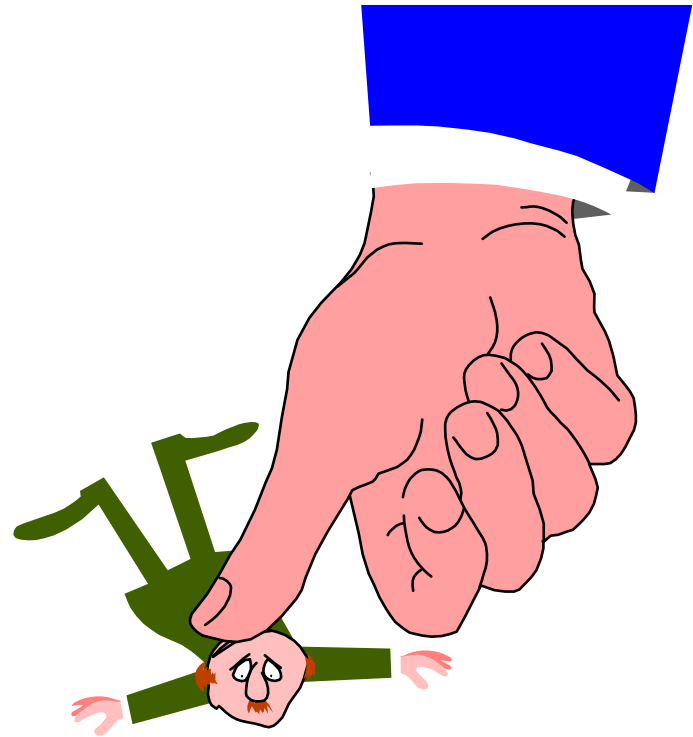
SOCIAL INTERACTION

- Rudeness
- Bossiness
- Aggressiveness by others
- Bullying



ORGANISATIONAL

- Rules
- Regulations
- Deadlines



INTERNAL STRESSORS

- Lifestyle choices
- Negative self - talk
- Mind traps
- Personality traits



LIFESTYLE CHOICES

- Caffeine
- Lack of sleep
- Overloaded schedule



NEGATIVE SELF - TALK

- Pessimistic thinking
- Self criticism
- Over analysing



MIND TRAPS

- Unrealistic expectations
- Taking things personally
- All or nothing thinking
- Rigid thinking





Before Work



After Work

MANIFESTATIONS/SYMPTOMS OF STRESS

- Physical symptoms
- Mental symptoms
- Behavioural symptoms
- Emotional symptoms

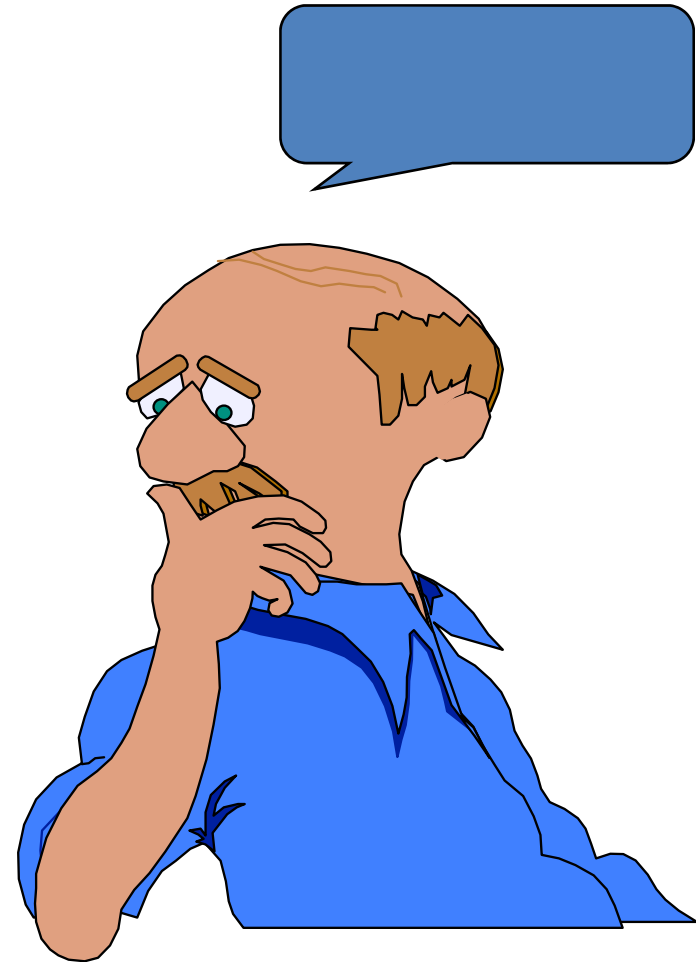


PHYSICAL SYMPTOMS

- Sleep pattern changes
- Fatigue
- Digestion changes
- Loss of sexual drive
- Headaches
- Aches and pains
- Infections
- Indigestion
- Dizziness
- Fainting
- Sweating & trembling
- Tingling hands & feet
- Breathlessness
- Palpitations
- Missed heartbeats

MENTAL SYMPTOMS

- Lack of concentration
- Memory lapses
- Difficulty in making decisions
- Confusion
- Disorientation
- Panic attacks



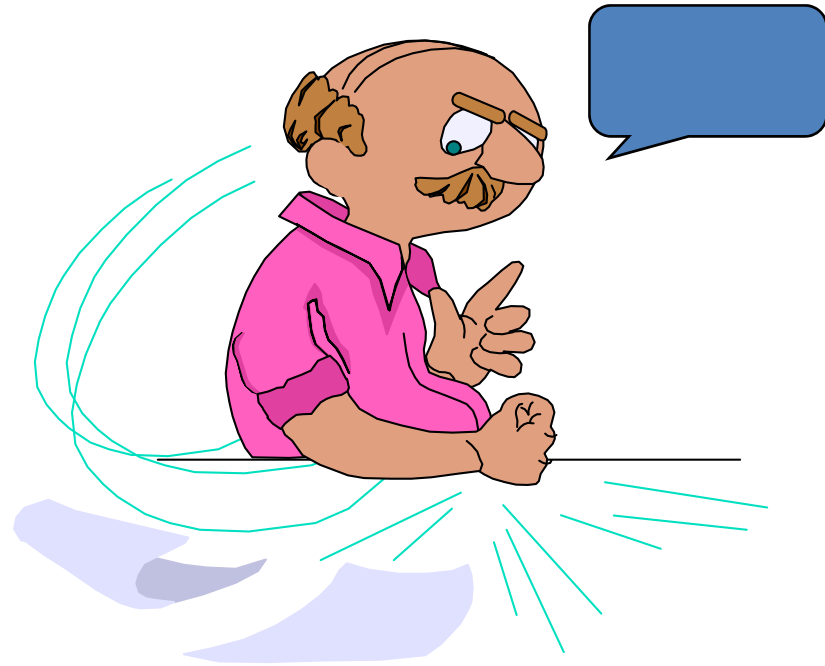
BEHAVIOURAL SYMPTOMS

- Appetite changes - too much or too little
- Eating disorders - anorexia
- Increased intake of alcohol & other drugs
- Increased smoking
- Restlessness
- Nail biting



EMOTIONAL SYMPTOMS

- Bouts of depression
- Impatience
- Tearfulness
- Deterioration of personal hygiene and appearance



FACTORS INFLUENCING WORK STRESS

- The drive for success
- Changing work patterns
- Working conditions
- Overwork
- Under-work
- Uncertainty
- Conflict
- Responsibility
- Relationships at work
- Change at work

STRESS CONTROL

ABC STRATEGY

A = AWARENESS

What causes you stress?

How do you react?

ABC STRATEGY

B = BALANCE

There is a fine line between positive / negative
stress

How much can you cope with before it becomes
negative ?

ABC STRATEGY

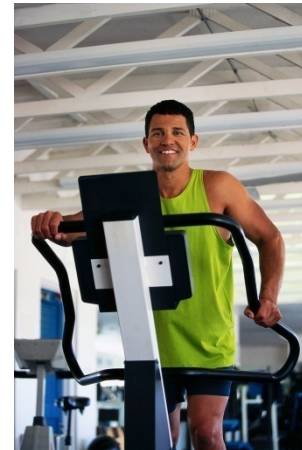
C = CONTROL

What can you do to help yourself combat the negative effects of stress ?

Managing Stress

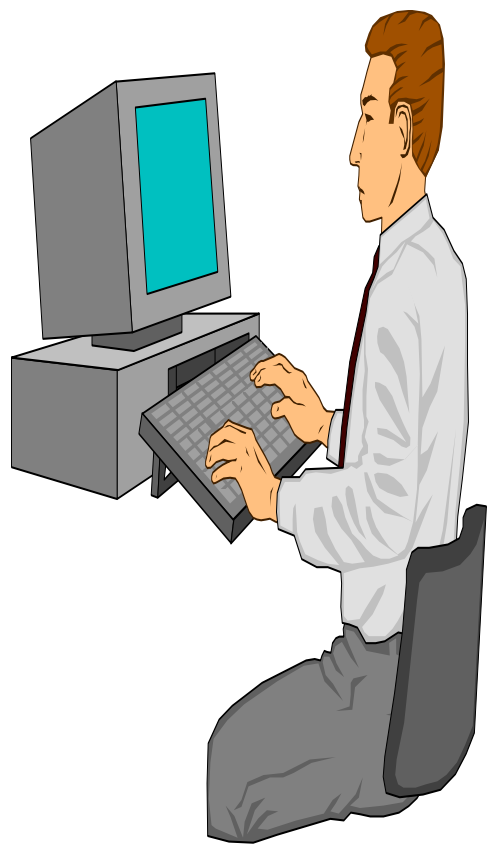
- **Stress Relief Strategies**

1. Body relaxation exercises
 - breathing techniques
 - guided imagery
2. Physical exercise
 - yoga
 - work out routine
3. Meditation
4. Counseling
 - talk therapy
 - life Skill training
5. Relax Visualization



Humour

- Relieves muscular tension
- Improves breathing



Time Management

- Make a list
 - What **MUST** be done
 - What **SHOULD** be done
 - What would you **LIKE** to do
- Cut out time wasting
- Learn to drop unimportant activities

Diversion and Distraction

- Take time out
- Get away from things that bother you
- Think logically

Relax Visualization



The Key Word Is....

Balance

