

## **ARE YOU FRAZZLED OR FOCUSED?:** **(COPING WITH STRESS ON AND OFF THE JOB)**

Stress and feeling pressure from your job and the people you work with is normal and is to be expected. The effects of pressure can be costly, in terms of self-confidence, working relationships, misunderstandings, job satisfaction, lost time, and poor decisions.

Identify your major stressors and learn alternative methods of controlling and coping with everyday stress. Discover ways to live a happier, healthier, more relaxed, more effective, and productive life. Learn beau-coup constructive methods of intervention. The goal of this workshop is to learn to manage stress before it manages you!

### ***“Shake It (Stress) Off” Exercise***

What Is Stress? The Stress Formula

Basic Assumptions About Stress

Check Your Stress Symptoms

Beware the Long-term Consequences of

Unmanaged Stress

Deep Breathing Exercise: Personality Variations

**Stress Management Rules #1 and #2**

***Three Magic Words to Reduce Stress***

### **“I Feel Good and I Feel Great” Exercise**

What is Causing Your Stress?

**So Many Ways To Relax -- Just Try A Few!**

“The Pace Space”: A Thought Control De-Stressor

Beat the Negatives with the Positives:

**Just Say It ... In the Positive**

Bring Back Some of the Thrill to the Same Old Job

**Ta Dah! GO OUT AND MAKE A DIFFERENCE!**

**“I didn’t get sleepy one bit! I had had a long day  
and I was really tired, but you kept me energized!”**

**Mary Kay Manager  
Fayetteville, NC**

**“The light bulb went off, now I am a much  
more pleasant person to be around!”**

**Repeat attender  
Wayne Community College**