

STRESS MANAGEMENT

Training Topics:

Outline of topics

o Understanding Stress:

- What is Stress?
- Types of Stress
- Symptoms of work stress
- Causes of Harmful Work Stress
- Exercise: Personality and Stress Questionnaire
- The Power of Perception
- Reaction to Stress

o Managing Stress:

- Fight or flight
- Skills to manage stress
- Stress management:
 - Action oriented skills
 - Emotion oriented skills
 - Acceptance oriented skills

o Stress Management Techniques:

- **Action-oriented skills:**
 - Job Oriented Analysis
 - Stress Diet
 - Physical Exercise

o Emotion-oriented skills:

- Positive Attitude
- Imagery

o Acceptance-oriented skills:

- The Power of R & R (Rest and Relaxation)
- Physical Relaxation Techniques
- Thought Awareness

o Tips on Handling Stress

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List of Activities:

Exercise: Stress & Personality Types - Questionnaire

Training Hours:

The duration of the training program will be 8 hours