

Successful Stress Management - Ten Easy Steps

By Ronald P. Smyser

Successful Stress Management:

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| 1. Set achievable goals | Be ambitiously realistic but not punishing. Break large tasks into achievable ones. Delegate whenever possible. |
| 2. Value your family and friends | Foster positive relationships. Value your personal time with family and friends. |
| 3. Keep a positive attitude | Think positively; stimulate creativity. |
| 4. Reward yourself | Take time to celebrate accomplishments. |
| 5. Prioritize time management | Focus on important tasks first, even if they are the most difficult ones. |
| 6. Delegate enthusiastically | Help others to empower themselves. It magnifies results & can be highly rewarding. |
| 7. Ask for help | Request assistance frequently. Enable and encourage others to help you. |
| 8. Like your job or change it | Look for positives, not negatives. Modify your assignment or position for more success. |
| 9. Exercise regularly | Make time for physical fitness. It enhances mental capability and alertness. |
| 10. Use stress for positive results | Focus stress to stimulate action, not worry. |

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Source: Spinnaker Leadership Associates, Inc.

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