

Starting your Journey



Week

1

Week

2

Week

3

Week

4

Week

5

Week

6

Week

7

Week

8

ARE YOU FEELING STRESSED?

Here's a helping hand to de-stress in 8 easy steps

Week 1: Start your journey to a happier life



IN YOUR WEEK 1 PROGRAMME YOU WILL:

- FIND**
Your Stress Personality
- TRY**
Proven de-stress methods
- SPOT**
Early warning signs
- KEEP**
A stress-busting diary

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**LIVE
GREAT**
PROGRAMME



WELLNESS TOOLS



HEALTH TIPS



MOBILE APPS




WORKSHOPS & EVENTS



EXCLUSIVE PRIVILEGES

How to de-stress in 8 easy steps

WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8
 Starting your Journey	Stress at Home	Stress at Work	Life-changing Moments	How to Communicate	The 4As	Tots and Teens	Staying Happy

Starting your journey – Week 1

Welcome to Week One of your Stress Management Programme!

In the next eight weeks, **we'll help you boost your stress management skills and take control of the sources of your stress.**

Here, you will **find both short- and long-term solutions** that will help you manage your stress.

Whether it's life at home, worries at work, problems with money, your family or relationships, **we can lend a hand to help you.**

Each week the programme will include a questionnaire to **find out what is stressing you out** and will **give you techniques to help you cope**. Add to that some know-how, to help you **evaluate your progress as you go** – and we've got you covered.

From start-small tips to help you relieve stress in a matter of moments, to long-term strategies for coping for the future, you'll find lots of solutions to help you manage stressful situations. All we recommend is that you make a few tweaks to your lifestyle. That alone will help you on your way to a happier, stress free life.

Start small, live great.

START SMALL TIP #1

How to relieve stress in less than 15 minutes



Brew some black tea

People who drank four servings of black tea a day for six weeks were able to de-stress faster and had lower levels of cortisol after a stressful event.

According to a study from University College London, chemical compounds in the antioxidant-packed beverage may relax us through their effect on neurotransmitters in the brain.

Find **your stress** personality type

Before you downloaded this guide you completed a short quiz to find out your personality type.

(If you haven't taken the short quiz yet, [click here](#) to do it now. It takes less than two minutes and really helps you understand your stress profile.)

How you prefer to deal with life situations determines which stress management method suits you best. There's no right or wrong way, some people prefer to think first, others talk through it, and others take immediate action.



Just to refresh, here are the stress personality types:

The Problem-Solver

If you answered mostly As, you like to avoid stressful situations, working a problem out before taking action. This may be time-consuming, and you are well aware of that. However, taking your time and planning your every move is calming to your nerves.

The Social-Networker

If you answered mostly Bs, you prefer to hear what others have to say about dealing with a stressful situation, before doing what you need to do. Receiving advice and different perspectives from others is what calms you down in a stressful scenario.

The Action-Taker

If you answered mostly Cs, "less talk, more action" is how you prefer to deal with stress. To you, planning every move not only complicates the situation, it actually makes you more stressed! Doing something right now is how you work your way out of a rough corner.

Try these helpful tips this week

Now that we have found out how you generally deal with stress, try the techniques below to help you better manage stressful situations. They're all proven stress management methods. But as there is no one-size-fits-all solution, do give all of them a try to see which one works best for you.



5-Whys Technique for the Sherlock Holmes in you

Problem-solvers are self-reflective by nature. Asking yourself questions before moving ahead helps.

Scenario: I'm having trouble balancing work and home responsibilities.

- **Why am I stressed?**
Because I am worried about slipping behind at work.
- **Why am I slipping behind?**
Because I'm not getting enough sleep.
- **Why am I not getting enough sleep?**
Because I keep checking on the baby
- **Why do I keep checking on him?** Because he caught a cold
- **Why did he catch a cold?**
Because I forgot to turn the air conditioner off.

Solution:

Set a timer for the air conditioner and everything else will start to fall into place.

The 5-Whys Technique helps you quickly identify the cause of a problem. Once you know, you can take the necessary steps to effectively tackle your stressor.



The Support Circle for Social Butterflies

For someone who likes to listen to advice, a strong support network will work well.

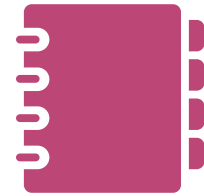
It doesn't need to be formal, here are some ways to build a support circle:

- Start with a coffee break
- Have a quick chat with your neighbour, get to know the people around you
- Don't be the person who only calls when you're in trouble!
- Take interest in what makes people stressed
- Find out how friends tackle life issues.

Solution:

As your relationships with people grow, you'll find that you're strengthening your friendships.

Gaining life experiences from helping each other out is a great feeling for everyone!



Time Management for Action Takers

Time-savvy action-takers prefer walking the walk to talking the talk, so get active!

For the task ahead, take a moment to ask yourself these questions:

- What do you want to accomplish?
- How much time do you have?
- What resources do you have?
- What is the bottleneck?
- What can you prioritise?

Solution:

Once you have answers, you can create a realistic schedule for tasks.

For example, 45 minutes for lunch, two hours work, a 15-minute break, etc. By breaking large demands into small chunks, your action-oriented personality will handle stress a lot better.

Spot the warning signs of stress

Keep in mind that stress can manifest itself in different ways, whether it is through physical, behavioural or emotional signs. Tot up how many of these apply and see if you or someone you love needs a helping hand.

PHYSICAL SYMPTOMS

- ☐ Complains about neck, back or muscle aches all the time.
- ☐ Always falls sick and, as a result, skips school or work.
- ☐ Never finishes their food because of a sudden loss of appetite.
- ☐ Suffers with stomach upsets all the time.

EMOTIONAL SYMPTOMS

- ☐ Easily annoyed by the people or things happening around them.
- ☐ Experiences frequent and wild mood swings.
- ☐ Finds it difficult to concentrate on the task in hand.
- ☐ Is more forgetful and disorganised than usual.

BEHAVIOURAL SYMPTOMS

- ☐ Skips one too many social gatherings.
- ☐ Complains about not getting enough sleep.
- ☐ Misses deadlines at work.
- ☐ Buys more things on impulse.

Three or more symptoms

If someone you know is displaying three or more of the above symptoms, they may be stressed out about something. Be patient and see if they're open to talking about it. If they're not ready to talk, a simple gesture, like a coffee or simply a smile, will also go a long way in giving them reassurance and support.

Only one or two

If just one or two of the above symptoms are being displayed, continue to keep an eye on stress levels. Remember, feeling a certain amount of stress is normal. It's how we deal with the stress that matters.

Keep a stress diary

Remember when teachers and parents encouraged us to keep a diary? A diary is a reflection tool that helps you think about what happened in the day and how it affected you.

Try keeping a diary for 3-4 weeks to find out what triggers your stress, how you react to it and how you are coping. Once you figure out the “when” and the “how”, then you can begin to cope with it!

STEPS	1 What triggered the stress?	2 How stressed were you? (0 = Least, 5 = Most)	3 Describe the signs of stress	4 How well did you cope? (0 = Not well, 5 = Great)	5 What helped with the symptoms?
EXAMPLE	WOKE UP LATE	3	HYPER-VENTILATION	4	DEEP BREATHING
MONDAY					
TUESDAY					
WEDNESDAY					
THURSDAY					
FRIDAY					
SATURDAY					
SUNDAY					



Print this out and use it as your stress diary at home or at work. Take just five minutes every night before going to bed to review what happened and note how you felt and reacted.

If you're on the go, make a note on your phone and put it into your diary later. That way you're sure not to forget any important piece of information.

Managing stress is a lot easier when you know how!

Go to [Live Great Reads](#) for this week's most useful articles, features and content.



6 Apps to Manage Stress

From calming music to talking to a virtual cat



6 Ways to Help Children Study Smart

For parents and children



5 Calming Techniques to Use at Work

Breathe easy at the office



How to Stop Stress Making you Fat

Top tips to staying healthy



Understanding stress and managing how you deal with it is a key to a happy life.

Next week...



We hope you found the first week helpful!

Remember to keep up the good work and celebrate the small successes. If you're thirsty for more information on how to cope with different situations, don't worry, you'll be receiving plenty of useful tips in the next eight weeks. **By the end of it, you should be sailing through stressful situations like a pro!**

Next week, in Week Two of the Stress Management Programme we will be looking at the reasons for stress, and discussing how to cope with a variety of situations from work to relationships, and worrying about loved ones to money.

What's stressing you out at home?

- Identifying your sources of stress at home
- Effective stress management strategies specific to your situation
- How to achieve 7 days of happiness in a row!



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