



STRESS MANAGEMENT

CONTENT

- Stress management
- Types of stress
- Stress Management Techniques
- Sources of stress
- Personal strategy for stress
- Coping Strategies
- Measure and Principles



STRESS MANAGEMENT

Anything that makes you tense, angry, frustrated and miserable is called stress.

According to Selye (1976), stress is a condition of strain on one's emotion, thought processes, and physical condition.

Schuler (1980) defined: Stress is a dynamic condition in which an individual is confronted with an opportunity, constraint, or demand related to what he or she desires and for which the outcome is perceived to be both uncertain and important. The above definition offers explanation of stress with the following key terms.

- Dynamic condition: Stress is not static in nature. It keeps changing in terms of direction (positive, neutral and negative) and magnitude or intensity (high or low).
- Desire: Stress is rooted in the desire of an individual. When there is no desire, there is no stress. Opportunity, constraint or demand: For the fulfillment of desire there is an opportunity (a way out) and one will be naturally excited by it.

However, there may be constraints that restrict or block the ways of making the best use of opportunity. There may be demands that take away the time, money and other resources and eventually result in loss of opportunity. Important but uncertain outcome : The perceive doubt come is important from the desired point of view. However, its fulfillment (outcome) is uncertain due to the constraints and demands.

TYPES OF STRESS

The National Institute of Mental Health (NIMH) Trusted Source recognize two types of stress: acute and chronic. These require different levels of management.

The NIMH also identify three examples of types of stressors:

- **Routine stress**, such as childcare, homework, or financial responsibilities
Sudden, disruptive changes, such as a family bereavement or finding out about a job loss
- **Traumatic stress**, which can occur due to extreme trauma as a result of a severe accident, an assault, an environmental disaster, or war

- **Acute stress,** This type of stress is short-term and usually the more common form of stress. Acute stress often develops when people consider the pressures of events that have recently occurred or face upcoming challenges in the near future. For example, a person may feel stressed about a recent argument or an upcoming deadline. However, the stress will reduce or disappear once a person resolves the argument or meets the deadline.

Acute stressors are often new and tend to have a clear and immediate solution. Even with the more difficult challenges that people face, there are possible ways to get out of the situation. Acute stress does not cause the same amount of damage as long-term, chronic stress. Short term effects include tension headaches and an upset stomach, as well as a moderate amount of distress. However, repeated instances of acute stress over an extended period can become chronic and harmful.

- **Chronic stress**, This type of stress develops over a long period and is more harmful. Ongoing poverty, a dysfunctional family, or an unhappy marriage are examples of situations that can cause chronic stress. It occurs when a person can see no way to avoid their stressors and stops seeking solutions. A traumatic experience early in life may also contribute to chronic stress.

Chronic stress makes it difficult for the body to return to a normal level of stress hormone activity, which can contribute to problems in the following systems:

- Cardiovascular
- Respiratory
- Sleep
- Immune

Reproductive - A constant state of stress can also increase a person's risk of type 2 diabetes, high blood pressure, and heart disease. Depression, anxiety, and other mental health disorders, such as post-traumatic stress disorder (PTSD), can develop when stress becomes chronic.

STRESS MANAGEMENT TECHNIQUES

It is obvious that stress is inevitable in the daily life of an individual. When stressed heavily, people may resort to drinking and become addicts to nicotine, caffeine and drugs. These are only false friends and destroy the mental and physical health in course of time. One should think positively and adopt the right ways of resolving the stress related problems.



Stress Coping mechanisms

DEFENCE MECHANISMS	ELEMENTS
Physical Defences	Sleep, drink, balanced diet, exercises like laughing, walking, jogging, swimming and sports
Mental Defences	Recreation through music, dance, reading, viewing television, etc Relaxation by moving to a different place like museums, beaches and parks
Religious Defences	Prayer, worship and pilgrimages
Spiritual Defences	Yoga, Meditation and pranayama
Social Defences	Counselling by professionals, treatment by family doctor and morale boosting by friends and relatives
Health care Defences	Mind and body treatments like body and head massages
Functional Defences	Self- instruction, self-control and time mangement

WHY TO MANAGE STRESS EFFECTIVELY

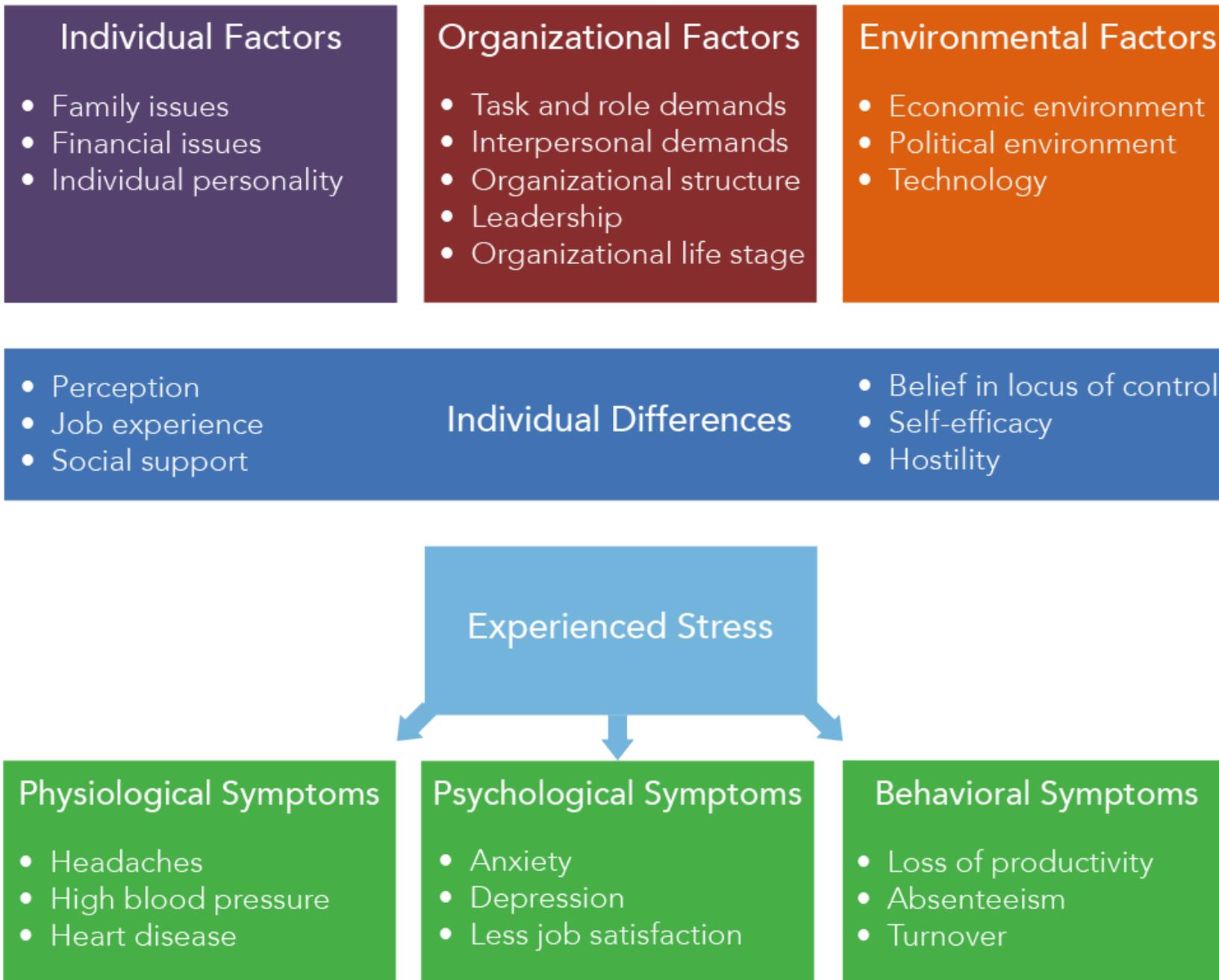
- FOR A BETTER LIFE
- TO IMPROVE HEALTH
- TO MOVE ON
- TO STRENGTHEN RELATIONSHIPS
- TO ENHANCE PERFORMANCE
- TO IMPROVE COMMUNICATION



SOURCES OF STRESS AND STRESS COPING ABILITY

The biggest stressors are-

- Money
- Work
- Family responsibilities
- Health concerns



Individual Factors

Let's start at the top. The first of three sources of stress is individual. Individuals might experience stressful commutes to work, or a stressful couple of weeks helping at a work event, but those kinds of temporary, individual stresses are not what we're looking at here. We're looking for a deeper, longer-term stress.

- Family stress—marriages that are ending, issues with children, an ailing parent — these are stressful situations that an employee really can't leave at home when he or she comes to work.
- Financial stress, like the inability to pay bills or an unexpected new demand on a person's cash flow might also be an issue that disturbs an employee's time at work. Finally, an individual's own personality might actually contribute to his or her stress. People's dispositions—how they perceive things as negative or positive—can be a factor in each person's stress as well.

Organizational Factors

There's a plethora of organizational sources of stress.

- Task or role demands: these are factors related to a person's role at work, including the design of a person's job or working conditions. A stressful task demand might be a detailed, weekly presentation to the company's senior team. A stressful role demand might be where a person is expected to achieve more in a set amount of time than is possible.
- Interpersonal demands: these are stressors created by co-workers. Perhaps an employee is experiencing ongoing conflict with a co-worker he or she is expected to collaborate closely with. Or maybe employees are experiencing a lack of social support in their roles.
- Organizational structure: this refers to the level of differentiation within an organization, the degree of rules and regulations, and where decisions are made. If employees are unable to participate in decisions that affect them, they may experience stress.
- Organizational leadership: this refers to the organization's style of leadership, particularly the managerial style of its senior executives. Leaders can create an environment of tension, fear and anxiety and can exert unrealistic pressure and control. If employees are afraid they'll be fired for not living up to leadership's standards, this can definitely be a source of stress.

- Organizational life stage: an organization goes through a cycle of stages (birth, growth, maturity, decline). For employees, the birth and decline of an organization can be particularly stressful, as those stages tend to be filled with heavy workloads and a level of uncertainty about the future

Environmental Factors

Finally, there are environmental sources of stress.

The economy may be in a downturn, creating uncertainty for job futures and bank accounts. There may be political unrest or change creating stress. Finally, technology can cause stress, as new developments are constantly making employee skills obsolete, and workers fear they'll be replaced by a machine that can do the same. Employees are also often expected to stay connected to the workplace 24/7 because technology allows it. As a side note, it's important to understand that these stressors are additive. In other words, stress builds up, and new elements add to a person's stress level. So a single element of stress might not seem important in itself, but when added to other stresses the worker is experiencing, it can, as the old adage says, be the straw that broke the camel's back.

Symptoms of workplace stress

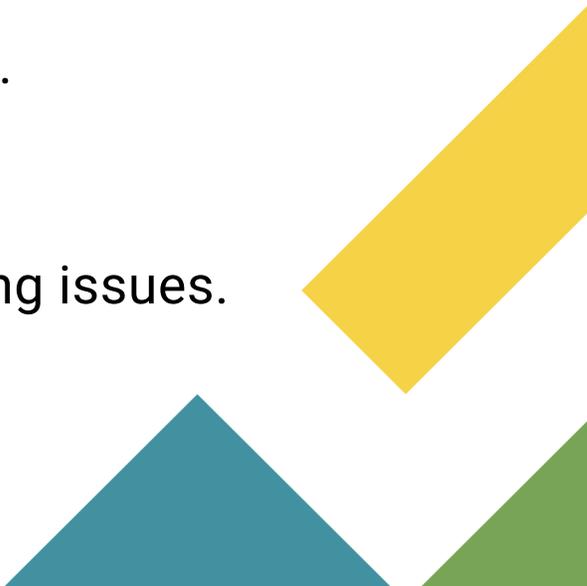
Symptoms of workplace stress can manifest physically (headaches, stomach aches, pains, fatigue or eating, and sleeping disturbances), cognitively (trouble with concentrating, decision making, thinking or remembering), and emotionally (feeling down, tense and irritated).

Prevention of workplace stress

The prevention of workplace stress is most successful when a combination of both organizational change and individual stress management is used. That is, like any healthy relationship, both parties – the employee and the employer make an effort.



What can the company do to manage stress?

- Promote leave, rest and breaks.
 - Encourage exercise and meditation, both within and outside of work hours.
 - Ensure the workload is in line with workers' abilities and resources.
 - Provide stimulation and opportunities for workers to use skills.
 - Boost workplace morale by creating opportunities for social interactions.
 - Clearly set out workers' roles and responsibilities.
 - Encourage participation in decision making that affects individuals roles.
 - Encourage open communication.
 - Establish no tolerance policy for workplace discrimination.
 - Engage an external consultant to suggest a fresh approach to any existing issues.
 - Create family-friendly policies to encourage work-life balance.
 - And provide training for workplace stress management
- 

Personal strategies for stress management

- Set realistic deadlines
- Take a lunch break;
- Go home on time;
- Take your holiday leave;
- Leave work at work;
- Participate in work functions;
- Establish open and professional communication;
- Respect other employees;
- Do not tolerate discrimination of any sort, report any instances;
- Sign up for workplace training programs to develop and improve your skills;
- If required, seek therapy to manage and develop skills to cope with workplace stressors;
- And develop a healthy work-life balance, creating time for exercise.



COPING STRATEGIES

- **Appraisal-Focused Strategies** Appraisal-focused strategies attempt to modify thought processes associated with stress. People alter the way they think about a problem by approaching it differently or altering their goals and values.
- **Problem-Focused Strategies** Problem-focused strategies aim to deal with the cause of the problem or stressor. People try to change or eliminate the source of stress by researching the problem and learning management skills to solve it.
- **Emotion-Focused Strategies** Emotion-focused strategies address the feelings associated with the stressor. People modify the emotions that accompany stress perception by releasing, distracting, or managing their mental state. A typical person will employ a mixture of all of these strategies when attempting to cope with stress. Skill or prowess at employing these strategies changes over time.

MEASURES AND PRINCIPLES TO MANAGE STRESS

1. Realize when it is causing you a problem

- Try to make the connection between feeling tired or ill and the pressures you are faced with
- Look out for physical warnings such as tense muscles, over-tiredness, headaches or migraines

2. Identify the causes

- Try to identify the underlying causes
- Sort the possible reasons for your stress into three categories

1) those with a practical solution 2) those that will get better given time and 3) those you can't do anything about. Try to release the worry of those in the second and third groups and let them go

3. Review your lifestyle

- Could you be taking on too much?
- Are there things you are doing which could be handed over to someone else?
- Can you do things in a more leisurely way?
- To act on the answer to these questions, you may need to prioritize things you are trying to achieve and re-organize your life
- This will help to release pressure that can come from trying to do everything at once

SEVEN STEPS TO HELP PROTECT YOURSELF FROM STRESS:

1. Eat healthy
 2. Be aware of smoking and drinking alcohol
 3. Exercise
 4. Take time out
 5. Be mindful
 6. Get some restful sleep
 7. Don't be too hard on yourself
- 

Here are four keys to effective stress relief:

1. Address Underlying Causes Not Symptoms
2. It's not enough to analyse the problem -you need the right resources
3. The major work is learning, developing and training skills and resources
4. Use the right tools to support development and training of the stress management skill-set



Thank you

Shamna Subaida Khalid
shamnaplpy@gmail.com