

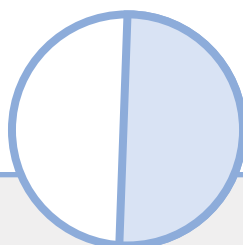
Stress Less at Work

[Work-related stress is a worldwide epidemic]



One in 3 working Americans report being stressed on the job

Work-related stress has kept **51%** of UK employees awake at night



Disturbed sleep patterns, anger and depression are often **signals of stress**

[But stress does not have to be a way of life]

Combat stress with **rest**

- 1) Write down any unfinished business from the day so the mind can rest during the night.
- 2) Create wind-down rituals that start 45 minutes before bedtime.
- 3) Go to bed at the same time every night.

Use **meditation** to lower stress

Kobe Bryant and Michael Jordan have used meditation to remain calm and focused during games

Speak up

When you're stressed, lean on your support system of colleagues, family and friends

Articulate your desired response

Envision and plan positive responses to stressful situations in advance to change your mindset and become more relaxed

Watch what you **eat**

Choose the right foods – such as those that contain Vitamin B5 and Vitamin C – to fight stress

Stand your ground

Establish boundaries between your work life and personal life and communicate them to your family and colleagues

Write a plan for when you're overwhelmed

- 1) Create a list of everything that needs to be done
- 2) Choose the easiest tasks on the list and spend 15 minutes completing as many of them as possible
- 3) Spend 35 minutes working non-stop on the most difficult task
- 4) Take a 10-minute break and repeat the cycle

Dive deeper into stress management strategies with *Accel5*, a corporate learning tool that features videos, business book summaries and articles.

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