

## Creating and Maintaining Life Balance (Tier 1)

1 Day

### Description

How has stress affected you in the past? Have you had to take time away from work or your family because you have felt stressed out? You, like millions of others, may have difficulty managing stress in your life. Fortunately, there are techniques you can use to better manage stress, and possibly even lessen the amount of stress you encounter on a daily basis. In this course, you will learn ways of improving your physical and mental well-being, and methods of handling stress in an effective and productive manner.

### Prerequisites

- None

### Objectives

- ✓ Investigate the different costs of stress, assess your own level of stress, and explore the various warning signs of stress that you need to be aware of.
- ✓ Discover how to fight stress by taking better care of your body and using simple relaxation techniques that can be used practically anywhere.
- ✓ Discover the benefits of a positive attitude and staying organized at work.
- ✓ Explore the difference in personality types, and ways to adjust each type to reduce stress.

### Measuring Stress

The Cost of Stress

Assess Your Level of Stress

### Simple Solutions for Stress

Take Care of Your Body

Natural Ways to Combat Stress

### Stress-Relieving Habits

Get Positive About Life

Develop Good Working Habits

Plan Your Life

### Devising a Stress Control Plan

Be Assertive

Improve Your Behavior

Develop a Stress-Busting Plan

### Appendix A: The Life Change Index