

## Stress

It's important to pay attention to your symptoms and seek help when needed. Stress can have a significant impact on your mental and physical health, and it's important to address it before it becomes more serious.

### Common Signs of Stress

| Physical  | Emotional  | Cognitive   |
|---|--|---|
| Fatigue, headaches, muscle tension, and digestive issues are common physical symptoms of stress.  | Anxiety, irritability, depression, and a feeling of overwhelm are emotional signs of stress. | Difficulty concentrating, forgetfulness, and racing thoughts can indicate stress. |
| Behavioural   | Psychological  |   |
| Changes in sleep patterns, increased substance use, and a loss of interest in activities you once enjoyed are behavioral signs of stress. | Feelings of hopelessness, helplessness, and low self-esteem can be signs of stress.          |   |

### Ways to Manage Stress

| Exercise regularly   | Practice mindfulness  | Get enough sleep  |
|--|---|---|
| Regular physical activity can help reduce stress and improve overall health.                           | Techniques like meditation, deep breathing, and yoga can help you relax and manage stress.                                      | Lack of sleep can exacerbate stress, so aim for 7-9 hours of sleep each night.                            |
| Connect with others  | Eat a healthy diet  | Avoid unhealthy coping mechanisms   |
| Spending time with loved ones or participating in social activities can help reduce stress.            | A balanced diet that includes plenty of fruits, vegetables, and whole grains can help manage stress and improve overall health. | Substance abuse, overeating, and other unhealthy coping mechanisms can make stress worse in the long run. |
| Set boundaries   | Seek professional help  |   |
| Learning to say "no" and setting boundaries with your time can help reduce stress and prevent burnout. | If stress becomes unmanageable, consider talking to a therapist or counselor for additional support and guidance.               |   |

Remember that everyone manages stress differently, and it's important to find what works best for you.

## Strategies to Reduce Workplace Stress

|  |  |  |
|--|--|--|
| <b>Identify sources of stress</b>  | <b>Set realistic goals</b>   | <b>Practice self-care</b>  |
| Understanding the specific sources of stress at work can help you develop strategies for addressing them.      | Avoid overcommitting yourself and set achievable goals to reduce feelings of overwhelm.  | Take breaks, eat healthy, and engage in physical activity to manage stress and improve overall well-being. |
| <b>Use time management techniques</b>  | <b>Communicate with your boss</b>  | <b>Seek support</b>  |
| Prioritize tasks, delegate when possible, and take breaks to avoid feeling overwhelmed.                        | Discussing your workload, expectations, and stress levels with your boss can help reduce stress and increase job satisfaction. | Connect with coworkers, join a support group, or talk to a therapist to manage workplace stress.           |
| <b>Maintain a healthy work-life balance</b>  |  |  |
| Avoid bringing work home, set boundaries with work, and engage in activities outside of work to reduce stress. |  |  |

Remember that stress in the workplace is common, but it can be managed with the right strategies and support.

## Healthy & Unhealthy Stress

Healthy stress and unhealthy stress are different in their impact and consequences.

| <b>Healthy Stress</b>  | <b>Unhealthy Stress</b>   |
|--|---|
| <ul style="list-style-type: none"> <li>✓ Helps to motivate and improve performance</li> <li>✓ Is temporary and manageable</li> <li>✓ Can increase focus and drive</li> <li>✓ Enhances creativity and problem-solving skills</li> </ul> | <ul style="list-style-type: none"> <li>✗ Impairs performance and well-being</li> <li>✗ Is long-term and chronic</li> <li>✗ Causes physical and emotional exhaustion</li> <li>✗ Interferes with daily life and relationships</li> <li>✗ Can lead to burnout and mental health problems.</li> </ul> |

It is important to recognise the difference and take action to manage unhealthy stress before it becomes a serious problem. This may include practicing self-care, seeking support, and seeking professional help if necessary.