

# Dealing With Stress at Work

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- Get a good night's sleep. Fatigue makes stress seem worse.
- Find out what stresses you and why.
- Be proactive in reducing stress. Set short term and long term goals.
- Talk. Share. Don't try to cope alone.
- Set priorities - what can wait and what is urgent?
- Don't try to be perfect.
- Don't be too competitive.
- Be realistic in setting deadlines.
- Learn to compromise.
- Don't be afraid to ask for help.
- Don't be afraid of asking "stupid questions".
- Learn to say no without feeling guilty.
- If available, take advantage of workplace sponsored professional counseling.
- Go for a walk during breaks - physical activity reduces stress, anger.
- Start a reading or movie club. Discuss them during your walks.
- Eat a healthy lunch and snacks. Provide your body with the nutrition it needs to help you deal with stress.
- Practice deep breathing when you start to feel stressed.
- Congratulate one another for a job well done.
- Recognize that everyone has their own way of doing things.
- Find something positive in each day.
- Laugh, hug, cry, and celebrate.

