




STRESS AND TIME MANAGEMENT

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What is Stress?

- Reaction to a stimulus that disturbs equilibrium
- Occurs when under pressure
- Cause- Stressor
 - *An agent or stimulant that causes stress*



Types of Stress

■ Acute Stress

- *Common, most immediate reaction*
- *Triggers fight or flight*
- *Not always negative*

■ Episodic Acute Stress

- *When acute stress happens frequently*
- *Negative health effects*
- *Hard to change*

■ Chronic Stress

- *Prolonged acute stress*
- *Constant*

Effects of Stress

- Central, Nervous, and Endocrine Systems
 - *Fight or flight*
 - *Irritability, anxiety, depression*
- Reparatory and Cardiovascular Systems
 - *Faster and difficulty breathing, increased heart rate*
- Digestive System
 - *Liver produces extra blood sugar*
 - *Can cause heartburn/ acid reflex*

Effects of Stress Cont.

- Muscular System
 - *Tense muscles*
 - Headaches and pains
- Immune System
 - *Stimulates and becomes compromised*
 - *Can get viral illnesses (Flu, common cold)*

Managing Stress

- Get moving
 - *Take your dog for a walk*
 - *Use the stairs*
 - *Park farther away*
 - *Walk*
- Engage Socially
 - *Reach out*
 - *Volunteer*
- Avoid Unnecessary Stressors
 - *It's okay to say no!*
 - *Avoid people that stress you out.*
 - *Take control of your environment*
- Alter the situation
 - *Express feelings*
 - *Be willing to compromise*
 - *Manage time better*

Managing Stress Cont.

- *Adapt to the stressor*
 - *Re-frame problems*
 - *Look at the big picture*
 - *Adjust standards*
- *Accept what you cannot change*
 - *Look at the upside*
 - *Learn to forgive*
- *Make time for fun and relaxation*
 - *Do something enjoyable everyday*
 - *Keep sense of humor*
- *Adopt healthy lifestyle*
 - *Healthy diet*
 - *Reduce caffeine/ sugar*
 - *Avoid alcohol, cigarettes, drugs*
 - *Sleep*

Effects of Poor Time Management

- Stress
- Procrastination
 - *Declining academic performance*
- Lack of sleep
- Poor diet
- Higher risk of dropping out



Time Management Tips

- Say no
 - *Take care of yourself*
 - *Set priorities*
- Don't skip class
 - *Causes more stress*
 - *Have to catch up*
- Sleep saves time
 - *Avoid unnatural energy boosters*
- Plan ahead
 - *Syllabus*
 - *Planner*
 - *Schedules*
 - *Checklists*
- Know your peak times
- Be flexible

Sources

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