# 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

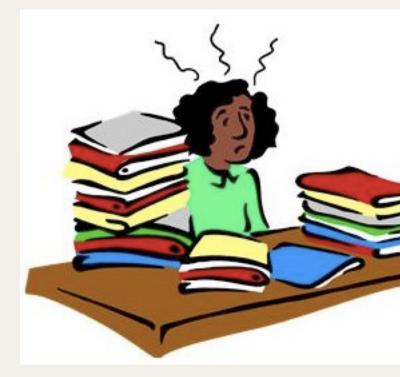
## Managing Stress Cont.

- 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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