

## Quick Tips

### Instant Stress Relievers

1. Take six deep breaths-inhale, hold for five counts and exhale through your mouth.
2. Mentally visit a pleasant scene from your past. Visualize the scene in detail by stimulating all your senses. In just a few minutes you can recapture the pleasure of actually being there.
3. Hug someone- four hugs every day will do a lot to calm you down.
4. Take an exercise break- take a brisk walk at lunch, climb the stairs instead of riding the elevator. When your mind is cluttered, move your body.
5. Have a good laugh. Your spirits will rise immediately.
6. Find a friend to listen to your concerns. Choose a patient soul, one who won't butt in or give you advice.
7. Change your focus. As your mind gets away from your concerns, you'll find your stress will begin to fade away and you can get back to work with new vitality.
8. Finish something- give yourself a quick sense of accomplishment.



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## Stress Management



## Leader Tips

### Leadership Development Tips for Groups



Office of Campus Life  
Richland Community College

**LEADership Mastery Program**

## Symptoms of Stress

- Difficulty falling asleep or restlessness
- Perspiring more than usual
- Upset stomach or stomach pains
- Feeling confused; unable to concentrate
- Muscle tension-stiff neck, clenched jaw, aching back or shoulders.
- Feeling Depressed
- Lack of energy or lethargy
- Headaches
- Relationship problems
- Weight loss or gain
- Change in appetite
- Boredom
- Feeling frustrated or easily annoyed
- Cold hands
- Rapid Heartbeat
- General anxious feeling
- Dilate pupils
- Increased susceptibility to colds

## Some Causes of Stress

- Lack of stimulation or challenge
- Too much demand or stimulation
- Environmental influences– too much noise, excessive temperatures, air pollution, crowding
- Death of a family member or friend
- Unsatisfactory personal relationship
- Loss of a job
- Unemployment
- Illness or injury
- Negative emotions
- Change of any kind
- Irrational thinking
- Any threatening situation

## The AAAbc's of Stress Management

Stress Management is a decision-making process.

Alter it

Avoid it or

Accept it by

Building your resistance or

Changing your perceptions

*All three of these techniques can be effective coping strategies*

## ALTER

Implies removing the source of stress by changing something

## AVOID

Implies removing oneself from the stressful situation or figuring out how not to get there in the first place.

## ACCEPT

Involves equipping oneself physically and mentally for stress by...

## BUILDING

Resistance, increasing your tolerance to stress; physically through proper diet, regular exercise, systematic relaxation; mentally through positive affirmation, taking time for mental health, getting clear about goals, values, and priorities; socially through support systems, investing in relationships, clear communication, intimacy; spiritually through meditation and or prayer.

## CHANGING

Perceptions. Change unrealistic expectations and irrational beliefs. Build self-esteem and cultivate a positive attitude.

*\*source: Richard Holland, University of Delaware*

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