

## Stress Management Workshop

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- I. Protect Your Health
  - A. Get plenty of rest; i.e., get a minimum of eight-hours sleep per day.
  - B. Eat three meals per day; balancing the food groups.
  - C. Drink eight glasses of water per day.
  - D. Minimize alcohol and caffeine intake.
  - E. Exercise a minimum of twenty-minutes, three days per week.
  
- II. Establish short, medium, and long range goals for yourself.
  - A. Strategize your response to stressful circumstances.
  - B. What can you do about the issues you are facing immediately; five minutes from now; One-hour from now, one day from now; one week from now; one month from now; six Months from now; one year from now, etc.
  - C. Devise a plan for daily studies; i.e., prioritize subjects from most critical to least critical; blocking out time for each course.
  - D. Set aside time for recreation/relaxation daily; i.e., take as little as ten to twenty minutes per day to listen to music; take a walk; etc.
  - E. At the end of a school day; take one hour to relax, have a healthy cold drink; then plan out your study schedule.
  
- III. Coping with non-productive thinking.
  - A. Make three positive self-affirmations daily.
  - B. Practice thought-stopping and positive self talk, as opposed to ruminating about your difficulties.
  - C. When you get stuck; e.g., you experience writer's block; take a break, then come back to your work .
  - D. Give yourself positive messages; e.g., I can do this. I've attended all the lectures and done my homework.
  - E. Plan on rewarding yourself, after you have accomplished your goals; e.g., " After I complete two hours of work, I can play a computer game.