

STRESS RELIEF...AT WORK

#1 START OUT EARLIER

Get up 10 minutes earlier, leave for work 10 minutes earlier and arrive to meetings 10 to 15 minutes early.



#2 ORGANIZE YOUR DAY

Take charge of your day by taking 10 minutes at the beginning of each day to prioritize and organize your day.

#3 DEVELOP A POSITIVE MENTAL ATTITUDE

Optimists and positive thinkers experience better health and less stress. THINK POSITIVE!

#4 GET UP FROM YOUR DESK

Take 1 to 2 mini-breaks at the office every day. Get up and get away from the computer for 10 to 15 minutes and walk around or take out your eye pads and neck wrap, push your 'do not disturb' button on your phone, sit back and relax for a few minutes.



#5 BREAK JOBS DOWN INTO SMALL TASKS

Don't get overwhelmed when you have a large task to complete. Break it into small tasks and complete them one at a time. Set a schedule and target date, and reward yourself when it's done.

#6 DELEGATE & LEARN TO SAY "NO"

Try not to be the 'go-to' person for everything. If you have to, delegate and give someone else the opportunity to excel at that project or task.

#7 EAT OUTSIDE OF THE OFFICE

If you bring your lunch to work, go outside of the office to eat it -- in a park, on a bench or by the lake.

#8 SQUEEZE SOMETHING

Get a stress ball to squeeze when you find yourself tensing up.

STRESS RELIEF...AT HOME

#9 START YOUR DAY OFF WITH BREAKFAST

Mom was right...breakfast is the most important meal of the day. A healthy meal in the morning will help balance your blood sugar levels and give you the sustenance you need to handle the demands of your day.

#10 TAKE YOUR VITAMINS

Taking your vitamins in the morning can really help you feel less stressed throughout the day. The five essentials are: calcium, magnesium, vitamin C, vitamin D and a vitamin B complex.

#11 DO A PUZZLE

If you need to downshift your stress levels, try a challenging puzzle. It will take your mind off of what is stressing you out if you have to put your total concentration into something else.

#12 SPA YOURSELF

Start your at-home spa treatments with an instant manicure and peppermint pedicure. Follow with a spa facial including a microdermabrasion treatment. Apply your lip mask, put cucumber eye pads on your eyes, sit back, relax and say spaaahhh!



#13 TAKE A BATH

Baths are like decompression chambers that prepare the mind and spirit for deeper relaxation... a bridge between the real world and a place of serenity. Add your favorite peppermint bath soak or therapeutic bath minerals and experience bliss.

#14 LISTEN TO SOME RELAXING MUSIC

Background music played quietly can help you to remain calm throughout your day and evening.

#15 GET ADEQUATE SLEEP

If you have a hard time falling asleep, it is time to start a calming bedtime routine. Relax with a hot cup of chamomile tea and a light novel. Do NOT watch the news right before you go to bed.



#16 TAKE A TV BREAK

Watch a television program that allows you to escape to another world.

#17 ENJOY TIME WITH FAMILY

Play a game, take a walk, watch a heart-warming family movie, or just sit and talk with your family.

#18 DO SOME HOUSEWORK

While this may not be fun, it will take your mind away from your stress, and after an hour, you will be glad to get back to what you were doing.

#19 GET SOME SUN

After being indoors for long periods of time, it is time to get outside and enjoy the sun. Sunshine offers a great source of Vitamin D, which is known to be a natural antidepressant. Remember to wear proper SPF protection.



#20 ENJOY A CUP OF TEA

Whether it is chamomile or chai, try to take time, relax and put your feet up while enjoying your favorite brew. In the summer, chill a pot of your favorite fresh-brewed tea for a calming and cooling iced treat.

#21 CALL A FRIEND AND GO HAVE LUNCH

Make a lunch date. This can be a great way to lift your spirits. Stay away from any negative talk.

#22 GIVE YOURSELF A 'TIME-OUT'

Lock the door, turn the phone ringers off, and for 20 to 30 minutes, do something just for you.

STRESS RELIEF...ANYTIME

#23 VISUALIZATION

Close your eyes and visualize your own personal paradise. Immerse yourself in the setting...what do you see around you...what sounds do you hear? Go ahead...escape!



#24 DEEP BREATHING

Deep breathing exercises are a sure way to lift some of the weight off of your shoulders. Take a deep breath in through your nose; then slowly exhale through your mouth. Repeat 2 to 3 times.



#25 SMILE OFTEN

Make it a point to smile more, even if it feels strange at first.

#26 LAUGH A LOT

Laughing is one of the easiest and best ways to reduce stress.

As the saying goes -- laughter is the best medicine.

#27 GET SOME EXERCISE

Exercise releases stress and tension. Whether it is working out at a gym, walking at lunch or doing a sport such as tennis, swimming, running or going for a bike ride, exercise is a great stress-reliever.

#28 ACHIEVE BALANCE IN YOUR LIFE

It is vital to have balance between your time at work and time doing the things you enjoy most. Allow yourself to take some time to rest, meditate and enjoy your life...do something that pleases you.

#29 STRETCHING

Stretch your muscles by doing a few neck and back stretches.

#30 EAT HEALTHY FOODS

Instead of grabbing for that candy bar or ordering french fries, try some fresh fruit and veggies.

