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You will need your list of stress triggers you have placed on the last page to take advantage of this page. In this section, we'll show you what to do some triggers you have categorized. E-Listonce you ranked your list of stress factors in ES, RS and CS, you are ready to be busy. Start separating your e-list: the list of stressist factors you have decided to be able to eliminate from your life. Take a look at this new list. As you do, inhales deeply through your nose and exhale slowly through your mouth. If you are like most people, you should already feel a little better. If you have a short electronic list, consider the following ways to add articles: your work environment (or your boss) has passed? If possible, take note to start preparing your curriculum and look for a new job. Caffeine making you jumpy? Make a commitment to gradually reduce and then delete your coffee, coffee and soda tea. Losing sleep because you are awakened every morning by the noise of a recently opened airport in your neighborhood? If you have tried ear plugs but don't get relief, consider finding a new place to live. The objective of this exercise is the most creative possible without being extreme. There is no damage to taking a strong stand on issues that have a considerable effect on your mental sanitary. The trick is to measure the impact of its stress factors and weigh the costs to eliminate them against the toll that take your health and well-being. The R-List list is similar to the list and, the R list regarding control external forces that repeatedly get the best of you. Although the e-list offers instant gratification by literally deleting your concerns, the R list requires a bit more creativity. It is about reorganizing and breaking up. It is a matter of achieving some inevitable stressers seem more tolerable. This is some proverist list techniques: investing in an appointment organizer. When you have so much to do and so little time to do it, it's easy to feel overwhelmed. You can't delete your program for you, but a diary of the appointment, an electronic organizer or a simple book of the pocket date can help relieve stress to remember what you should do within the next 15 minutes. And for some people, being able to take a look quickly at the priorities of the day able to offer reassurance and a sense of direction and control. Discover the undervalued art to make lists. In addition to maintaining a daily, weekly and monthly program, the list can help you free an overly cluttered mind. While some people find some compulsive lists, others discover that help to relieve the tension of trying to remember everything or stress that can come with forgetting things. The idea is to take care of your mind and put them in a list. There is no need to worry about forgetting something when you know that it is known safely or in electronic paper or on paper. Your list has been created, prioritizes the activities on it. If any of the tasks seems too overwge shelling or too much time it takes time for you to never pass, try to break in phases or smaller, discreet, "justifiable" steps that you can realize in the periods of time you have available. If you find daily or weekly listens useful, consider trying to make master list manufacturers: Keep two lists: one for short-term tasks you need to do today or this week and a list of long-term goals that you need to fill out Inside the month or year. Call the second your list "in time". You can include maintenance needs of homes or cars, purchases you need to do or tasks you need to do (how to clean the garage), matter what you put down, just that you let you believe that if it's on the list, you will take care of a certain point. Seek compromise. Many stressful situations - even those that cannot be entirely eliminated - can be facilitated through negotiation. For example, if you are suffering because your boss is keeping you at work up to all hours of the night, night, To process a plan that fits both needs. They suggest that you are happy to work up late one or two nights a week, until you can go home in time the rest of the days. If a neighbor's stereo wakes you up at six every morning, negotiate a quiet time and a time for noise. You are not getting rid of these stress factors, but you are reducing their strength.reorganize your life. Once you've started making a program and keep the lists, consult them every morning before starting the day. Try to understand where you can combine your activities in order to reduce the amount of energy you need to make them do. See if you can put some elements out to the weekend, when you have larger blocks of time available for commissioning. Coordinate the activities, so you can get more at once (how to drop the cleaning out on the road for dry work and pay the bills, while the saucepan is in the oven) .think of every hour than to organize The way as an hour you want to be able to spend relaxing. If you organize quite well, you can stop feeling yourself as if you're drowning under your many Responsibilities.Change your priorities. Every time you find yourself really overwhelmed, take five minutes and rank items on your to-do list in order of importance. Then, proceed from top to bottom. Even if you can't do everything, at least you can be sure that you have faced with the most important ones.if the list of daily activities starts to reverse themselves on the next page and beyond, perform the exercise ranking above, then trace a cutting line. Move everything below the line for the next day. And don't panic: your world will not fall in pieces if something needs to be moved to the following day.let go of reinstrying to be perfect can greatly add to your stress level. If you feel that you will have to complete everything to perfection, you are sure to feel a lot of pressure. These suggestions can help tonify your perfectionism: try "how-important-ã-it?" technique. When you are stressed over your home to be a bit disordered, or because you are late for an appointment, ask yourself how important it is if you put the cleaning off or show up to 10 minutes late. Play out the worst of hypotheses in your head (your mother-in-law abandonment aside and thinking you are a bad housekeeper; the lunch date to leave the restaurant before arriving). SomeTimes, actually it can be important that yes Perfectly performs. Many times, though, you will be able to convince you the â

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