



Calm Under Pressure:

Stress, Social Triggers, and Time Management Made Simple

Introduction



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 - Certified Stress Management, Sleep and Recovery Coach

Understanding Stress

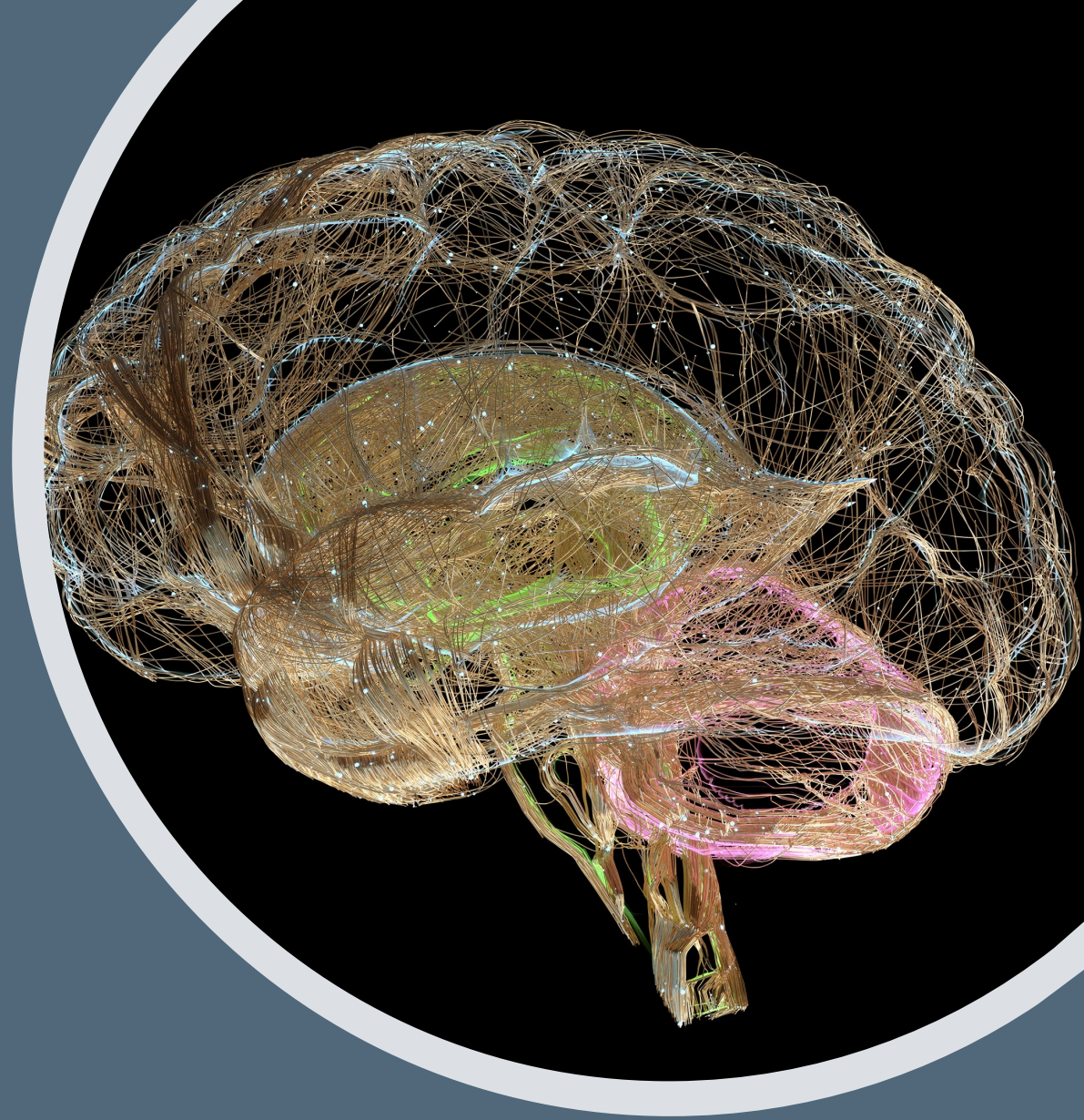
- What Happens –
 - When you feel threatened, your nervous system responds by releasing a flood of stress hormones, including adrenaline and cortisol, which rouse the body for emergency action. **Your heart pounds faster, muscles tighten, blood pressure rises, breath quickens, and your senses become sharper.**
- Remember Fight or Flight Response?
 - It is a high-stress response
 - Physical and Social Stress Response
- Makes sense when wandering about a desert
 - Today not so much



Understanding the Brain

- **Triune Brain Model**

- Reptilian/Primal Brain
 - Basal Ganglia
- Paleomammalian/Emotional Brain
 - Limbic System
- Neomammalian/Rational Brain
 - Neocortex



2009 – Liberman & Eisenberger

- Social Pain = Real Pain according to the Brain
 - fMRI Brain Scans – Ball Toss Game
- Social Threats/Rewards = Physical Threats/Rewards
- Social Pain is distracting leading to decreased productivity and engagement
- Side Note: Pain relievers will ease “social pain”



Chronic Stress and Social Pain How it Affects the Brain

- Goes Offline
- No higher functioning
- Complex problem solving
- Unable to make decisions
- Lose Focus
- Lose Creativity



Symptoms of chronic stress include

Aches and pains

Insomnia or
sleepiness

A change in social
behavior, such as
staying in often

Low energy

Unfocused or
cloudy thinking

Poor memory

Change in
appetite

Increased alcohol
or drug use

Change in
emotional
responses to
others

Emotional
withdrawal

Digestive Issues

Increased
inflammation



Perceived Stress Assessment

Take 5 Mins to fill out and review

Perceived Stress Scale

The questions in this scale ask you about your feelings and thoughts during the last month. In each case, you will be asked to indicate by circling how often you felt or thought a certain way.

Name _____ Date _____

Age _____ Gender (Circle): **M** **F** Other _____

0 = Never 1 = Almost Never 2 = Sometimes 3 = Fairly Often 4 = Very Often

1. In the last month, how often have you been upset because of something that happened unexpectedly?	0	1	2	3	4
2. In the last month, how often have you felt that you were unable to control the important things in your life?	0	1	2	3	4
3. In the last month, how often have you felt nervous and "stressed"?	0	1	2	3	4
4. In the last month, how often have you felt confident about your ability to handle your personal problems?	0	1	2	3	4
5. In the last month, how often have you felt that things were going your way?	0	1	2	3	4
6. In the last month, how often have you found that you could not cope with all the things that you had to do?	0	1	2	3	4
7. In the last month, how often have you been able to control irritations in your life?	0	1	2	3	4
8. In the last month, how often have you felt that you were on top of things?	0	1	2	3	4
9. In the last month, how often have you been angered because of things that were outside of your control?	0	1	2	3	4
10. In the last month, how often have you felt difficulties were piling up so high that you could not overcome them?	0	1	2	3	4

The PSS Scale is reprinted with permission of the American Sociological Association, from Cohen, S., Kamarck, T., and Mermelstein, R. (1983). A global measure of perceived stress. *Journal of Health and Social Behavior*, 24, 386-396.

Cohen, S. and Williamson, G. Perceived Stress in a Probability Sample of the United States. Spacapan, S. and Oskamp, S. (Eds.) *The Social Psychology of Health*. Newbury Park, CA: Sage, 1988.

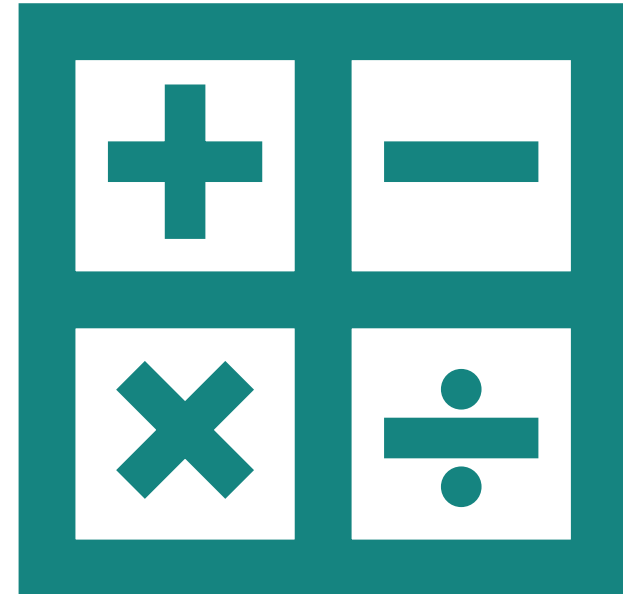
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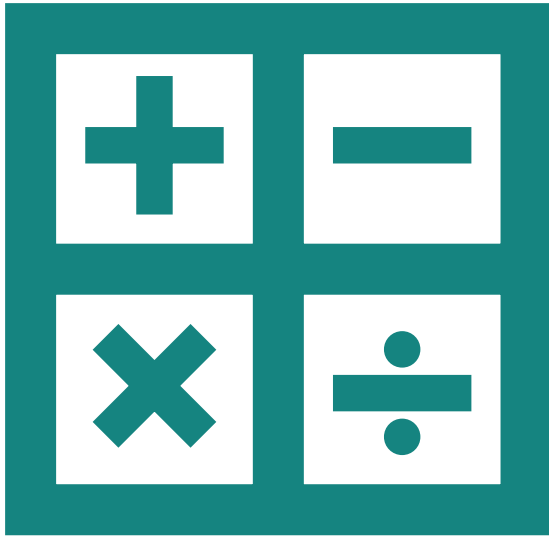
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Determining Your Score

- First, reverse your scores for questions 4,5,7 and 8. On these four questions, change the scores like this
 - 0=4, 1=3, 2=2, 3=1, 4=0
- Now add up your scores for each item to get a total
 - Total is_____





Your Stress Level

Individual scores on the PSS can range from 0 to 40, with higher scores indicating higher perceived stress.

- 0-13 – Low Stress
- 14-26 – Moderate Stress
- 27-40 – High Stress





Mindset is Everything

- Emotions
- Relationships
- Health
- Creativity
- Productivity
- Environment



The Three Rational Questions (Pucci, 2010)

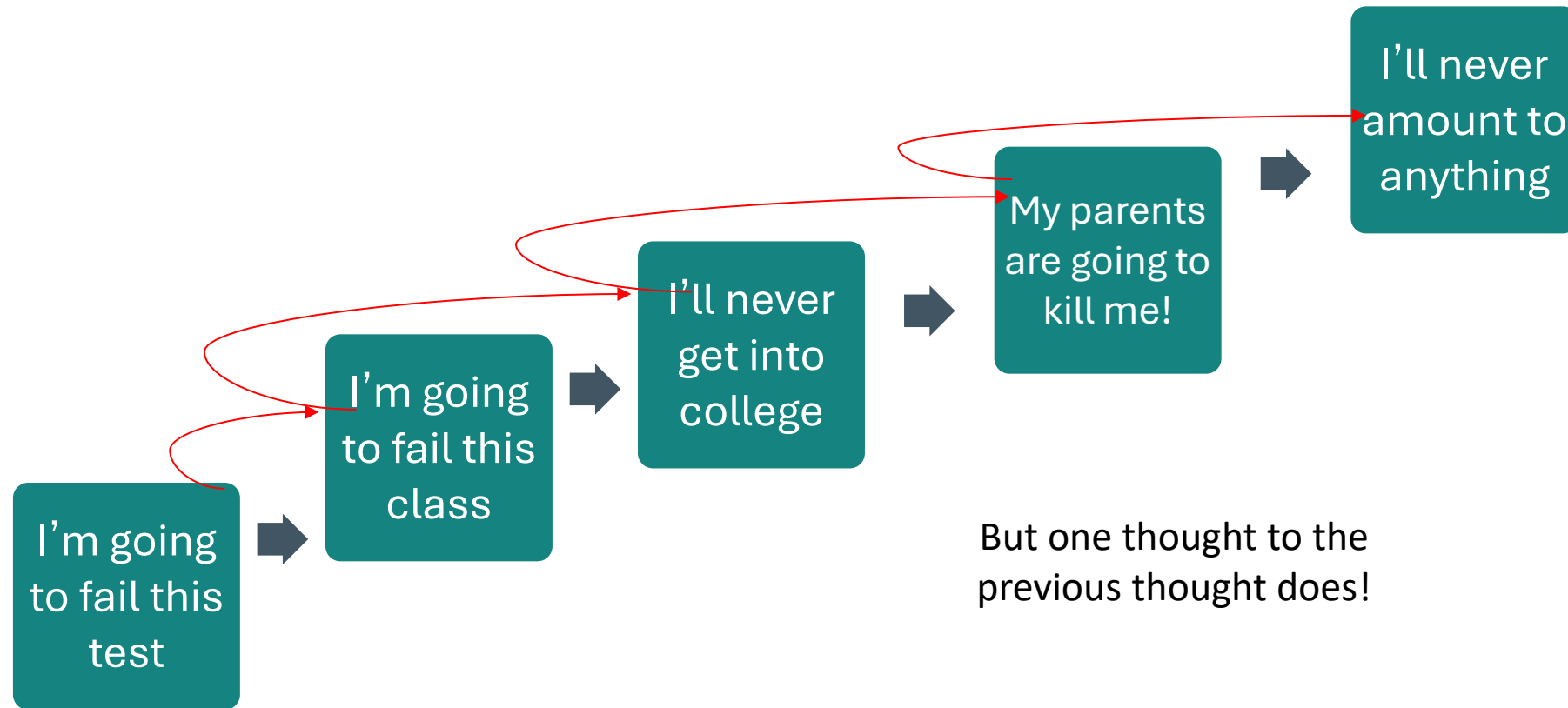
Identifying when to reframe your thoughts- Ask

1. Is my thinking based on fact?
2. Does my thinking help me achieve my goals?
3. Does my thinking help me feel the way I want to feel?

If you answer “NO” to any ONE, you need to reframe



Catastrophizing



But one thought to the previous thought does!

Hence, your worries feel real!



WC - BC - ML

Adversity/Trigger: You are tasked with developing a fundraising program to boost community engagement.

Worst Case Thoughts					
"No one will show up."	20%				
"My boss will be furious."	5%				
"I'll get fired."	3%				
"I won't be able to find a new job."	0%				
"I won't be able to pay my bills."	0%				
"I'll go bankrupt."	0%				
"I'll lose my house."	0%				
"I'll be all alone."	0%				



WC - BC - ML

Adversity/Trigger: You are tasked with developing a fundraising program to boost community engagement.

Worst Case Thoughts				Best Case Thoughts	
"No one will show up."	20%			"It will be a huge event!"	5%
"My boss will be furious."	5%			"My boss will promote me."	5%
"I'll get fired."	5%			"I'll become CEO"	1%
"I won't be able to find a new job."	0%			"Because I'm so good, I become an expert consultant!"	0%
"I won't be able to pay my bills."	0%				0%
"I'll go bankrupt."	0%			"I'm famous!"	0%
"I'll lose my house."	0%			"I get on Oprah!"	0%
"I'll be all alone."	0%			"No need for work!"	0%



WC - BC - ML

Adversity/Trigger: You are tasked with developing a fundraising program to boost community engagement.

Worst Case Thoughts		Most Likely Thoughts		Best Case Thoughts	
"I'm going to make a fool of myself."	20%	"It will grow slowly over time."	95%	"It will be a huge event."	5%
"My boss will be furious."	5%	"I'll be really nervous."	95%	"My boss will promote me."	5%
"I'll get fired."	5%	"I'll do my best promoting it."	90%	"I'll become CEO"	1%
"I won't be able to find a new job."	0%	"It will go okay."	70%	"Because I'm so good, I become an expert consultant!"	0%
"I won't be able to pay my bills."	0%	"I'll get feedback and improve."	99%		0%
"I'll go bankrupt."	0%	"If asked to do it again I'll be better next time."	100%	"I'm famous!"	0%
"I'll lose my house."	0%			"I get on Oprah!"	0%
"I'll be all alone."	0%			"No need for work!"	0%



SCARF Model

Threats and rewards that speak to the social world

- S – Status
- C – Certainty
- A – Autonomy
- R – Relatedness
- F – Fairness

Move away from a threat


Move toward an award



A decorative dashed line in a light blue-grey color, consisting of several short, slightly curved segments, arcs from the top left towards the left side of the white circle.

Let's Review Each Area

See definitions and examples for future
labeling and assessments

A solid grey circle located at the bottom right edge of the white circle, partially overlapping it.

Status

Our Relative importance to others

- Someone's title or position in the organization
- Companies are set up in a hierarchy



Examples of Status Threats

One employee was promoted over another.

Someone took credit for another's work.

Not called on or ignored during a meeting.

Talked over in conversation.

Talked down to or in a condescending way.

The customer wants to speak to someone higher up.



Certainty



Predicting the future

Our brains look for patterns and try to predict the future



When someone/something doesn't act as planned, alarm bells go off

Think of the pandemic



We like patterns – Music, rhythms, routines



We like knowing rewards are in our future

Raises, bonuses, etc.



Examples for Certainty

The Pandemic.

Layoffs in a downed economy.

Any organizational or other changes

- New management, procedures, locations, “new normal”

New interactions with different people

- Don't want to offend anyone

Autonomy

A sense of control over events

- We like to do it “All by myself” (Think Toddler)
- We like the control of what we do and how we do it
- We like to know we can escape stress when needed
- We seek out choice



▼ Examples - Autonomy

- Micro-Management
 - Choices are removed
- Strict procedures and processes
 - No room for changes
- Mask and Vaccine Mandates
- Forcing someone to accept differing beliefs
 - Pronoun usage (Both Sides)
 - Religious families
 - Political views
- Schedule and flexibility
 - Remote/Hybrid/In Office Work Environments
 - Smoke, Lunch and other regulated breaks



Relatedness

Sense of safety with others

- Friend vs. Foe
- The people I am surrounded by





Relatedness Examples

- Reduce workplace bullying
- Create a mentorship program
- Work buddy programs
- Welcome new employees and members
 - Strangers are a threat
 - De-escalate by learning names, pronouns etc.
 - Providing minimal social links increases performance
 - Builds Trust in an organization



Relatedness Cont'd

In Group Preference

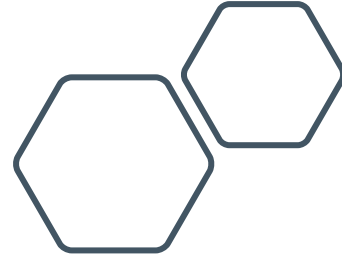
- We have a bias towards people who are like us
 - Looks
 - Similar Likes
 - Beliefs

Out Group Bias

- Feel less empathy for those that are not similar to us
 - Racial
 - Gender
 - Ethnic



Fairness



- The perception of fair exchanges
- Everyone is treated the same





Fairness Examples

- Family in business
- Playing favorites with workers
- Equal pay
- Discrimination



How to De-escalate

What do you do when you are triggered?



Labeling

When you are not feeling right

- Can you identify why?
- Which of the 5 areas did you feel threatened
- Label It

Labeling can calm the brain

Evaluate and locate the trigger

- Who
- What
- Where
- When
- How



Example – Labeling Helps

- Someone says something
 - “Oh! That was a nice program; I would have promoted it a little differently but still good overall.”
- You are stewing over it!
 - Why is this bothering me?
 - Why am I letting them get under my skin?
 - Why can’t I shake this off?
 - What is wrong with me?
- *Side Note – Important to teach this to young children!*



Reappraising

- Look at the situation that triggers your threat response again
 - Did someone trigger it?
 - What were they going through?
 - Could something else explain the behavior or event?



Working Example

- Someone says something
 - “Oh! That was a nice program; I would have promoted it a little differently but still good overall.”
- Who said this?
 - Identify the who
- Which area of SCARF did this affect?
 - Status
 - Autonomy
- What could they be going through
 - Maybe they genuinely liked your way and wanted to share that they found your creativity refreshing.
 - Maybe they felt threatened because you did such an amazing job
 - Maybe they went into the meeting with a different expectation and were just caught off guard



Put it all together



Label it – Calm the brain and yourself



Confront the evidence you have - Reappraise



Worst case, Best case, Most likely case



Respond appropriately

Seek additional support when needed



Daily Stress Management



Starting the Day Right – First 1 Hour

Movement – Move your body

- Opening Joints
- Releasing stiff muscles
- Tuning into Body

Mindfulness – Set your intentions

- Prayer, Meditation, Devotions, Affirmations, Journaling
 - Gratitude Practice – *Write down 3 things now*
 - Don't Rush it

Management – Plan the day

- Don't let others control your time
- Top 3 Tasks to accomplish
- Plan for breaks, meals and stress-release



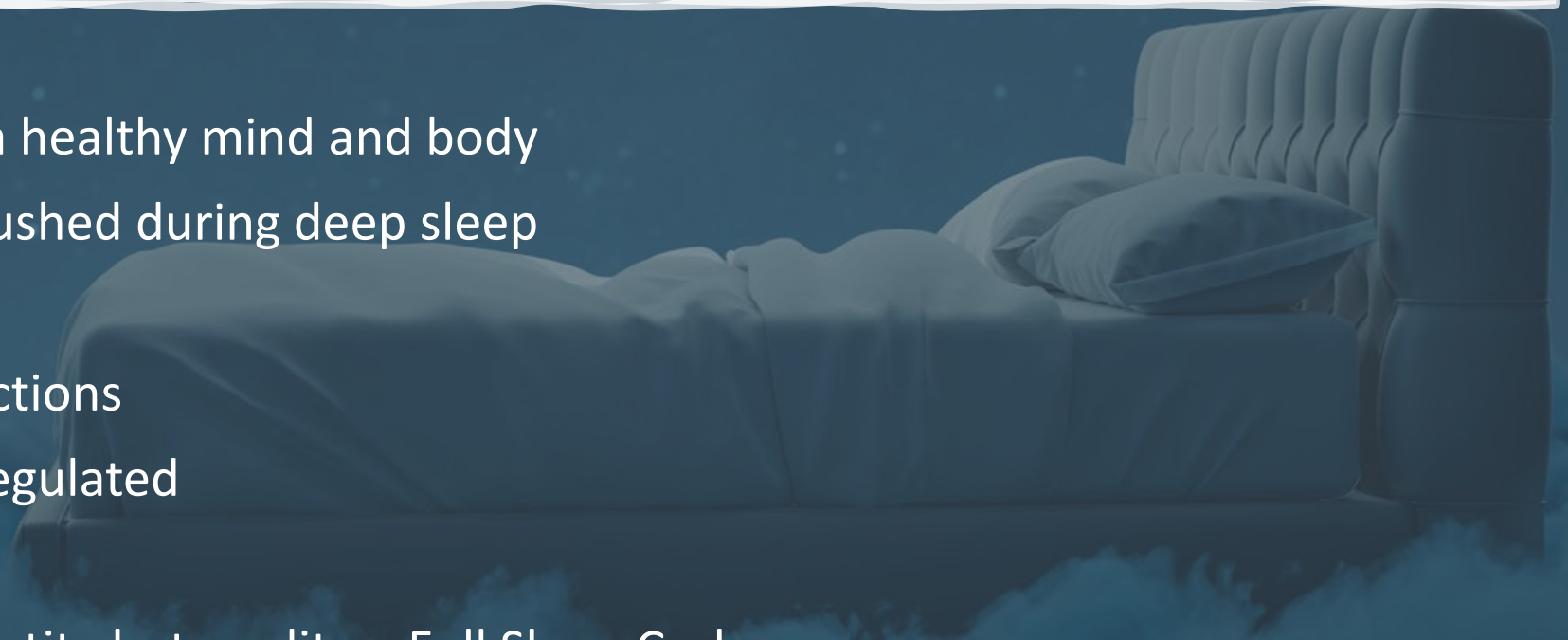
Mind Body Scan

- **Scan yourself from Head to Toes**
 - Do you have a headache? What are your thoughts? Are you still focused?
 - Roll out your neck. Are you tense there
 - Shoulders, hands, fingers
 - Stomach – Hungry, feeling sick
 - Hips and Low Back – Need to stretch
 - Knees
 - Feet, toes – squeeze
- **Takes 5-10 Mins**
 - Fix what needs fixing



End the Day with Good Quality Sleep

- Sleep is vital to a healthy mind and body
- Brain cells are flushed during deep sleep
- Muscles repair
- Body Fights infections
- Hormones are regulated
- Not just the quantity but quality – Full Sleep Cycle
 - 90-110 Mins to complete a full sleep cycle



Right Environment for Sleep



Cool

65 Degrees



Dark



Comfortable



NO ELECTRONICS



Daily Habit – 3-2-1 - SLEEP

3 Hours before
bed, Stop Eating

Allow your body time to digest your food, so you don't have an upset stomach, indigestion, or acid reflux at night. And it helps you stay asleep.



2 Hours before
bed, Stop Working

Give yourself a calm-down period and find time for enjoyment.

- Avoid Revenge Bedtime Procrastination



1 Hour before bed,
No Screen Time

Blue light interrupts sleep cycles.



Creating your time block schedule

- Choose increments that work for you
- Color code it
- Choose your categories
 - Work
 - Personal Development
 - Self Care
 - Family Responsibility
 - Household work
- Plan breaks



Example

Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday	
Time	To Do:	Time	To Do:	Time	To Do:	Time	To Do:	Time	To Do:	Time	To Do:	Time	To Do:
6:00	Wake Up	6:00	Wake Up	6:00	Wake Up	6:00	Wake Up	6:00	Wake Up	6:00		6:00	
6:30	Workout	6:30	Meditate	6:30	Workout	6:30	Meditate	6:30	Workout	6:30		6:30	
7:00	Prep	7:00	Prep	7:00	Prep	7:00	Prep	7:00	Prep	7:00		7:00	
7:30	Commute	7:30	Commute	7:30	Commute	7:30	Commute	7:30	Commute	7:30		7:30	
8:00	Check Ins	8:00	Emails	8:00	Email	8:00	Email	8:00	Emails	8:00	Wake	8:00	Wake
8:30	Project 1	8:30	Project 1	8:30	Project 1	8:30	Project 1	8:30	Project 1	8:30	Personal	8:30	Personal
9:00	45/15	9:00	45/15	9:00	45/15	9:00	45/15	9:00	45/15	9:00	Down Time	9:00	Down Time
9:30	Check Ins	9:30	Check Ins	9:30	Check Ins	9:30	Check Ins	9:30	Check Ins	9:30		9:30	
10:00	Project 1	10:00	Meetings	10:00	Project 1	10:00	Meetings	10:00	Project 1	10:00	House	10:00	Church/ Sunday School
10:30	45/15	10:30		10:30	45/15	10:30		10:30	45/15	10:30	Chore	10:30	
11:00	Check Ins	11:00	Check Ins	11:00	Check Ins	11:00	Check Ins	11:00	Check Ins	11:00		11:00	
11:30	Project 2	11:30	Project 2	11:30	Project 2	11:30	Project 2	11:30	Project 2	11:30	Kids Events/ Family Time	11:30	
12:00	45/15	12:00	45/15	12:00	45/15	12:00	45/15	12:00	45/15	12:00		12:00	
12:30	Lunch	12:30	Lunch	12:30	Lunch	12:30	Lunch	12:30	Lunch	12:30		12:30	
1:00		1:00		1:00		1:00		1:00		1:00		1:00	
1:30	Check Ins	1:30	Check Ins	1:30	Check Ins	1:30	Check Ins	1:30	Check Ins	1:30		1:30	
2:00	Project 2	2:00	Meetings	2:00	Project 2	2:00	Meetings	2:00	Project 2	2:00	House	2:00	
2:30	45/15	2:30		2:30	45/15	2:30		2:30	45/15	2:30	Chore	2:30	
3:00	Check Ins	3:00	Check Ins	3:00	Check Ins	3:00	Check Ins	3:00	Check Ins	3:00		3:00	
3:30	Project 3	3:30	Project 3	3:30	Project 3	3:30	Project 3	3:30	Project 3	3:30		3:30	
4:00	45/15	4:00	45/15	4:00	45/15	4:00	45/15	4:00	45/15	4:00		4:00	
4:30	Prep for	4:30	Prep for	4:30	Prep for	4:30	Prep for	4:30	Prep for	4:30		4:30	
5:00	Tomorrow	5:00	Tomorrow	5:00	Tomorrow	5:00	Tomorrow	5:00	Tomorrow	5:00		5:00	Family Dinner
5:30	Commute	5:30	Commute	5:30	Commute	5:30	Commute	5:30	Commute	5:30		5:30	
6:00	Pick Up Kids	6:00	Pick Up Kids	6:00	Pick Up Kids	6:00	Pick Up Kids	6:00	Pick Up Kids	6:00		6:00	
6:30	Dinner	6:30	Dinner	6:30	Dinner	6:30	Dinner	6:30	Dinner	6:30		6:30	
7:00		7:00		7:00		7:00		7:00		7:00		7:00	
7:30	House Chore	7:30	House Chore	7:30	House Chore	7:30	House Chore	7:30	Family Night/ Date Night	7:30		7:30	
8:00		8:00		8:00		8:00		8:00		8:00		8:00	
8:30	Prep Kids	8:30	Prep Kids	8:30	Prep Kids	8:30	Prep Kids	8:30	Prep Kids	8:30		8:30	
9:00	Buffer Time	9:00	Buffer Time	9:00	Buffer Time	9:00	Buffer Time	9:00	Buffer Time	9:00		9:00	
9:30	Personal	9:30	Personal	9:30	Personal	9:30	Personal	9:30	Personal	9:30		9:30	
10:00	Down Time	10:00	Down Time	10:00	Down Time	10:00	Down Time	10:00	Down Time	10:00		10:00	
10:30	Prep	10:30	Prep	10:30	Prep	10:30	Prep	10:30	Prep	10:30	Prep	10:30	Prep
11:00	Bed	11:00	Bed	11:00	Bed	11:00	Bed	11:00	Bed	11:00	Bed	11:00	Bed

Key:	Blue	Self Care
	Light Green	Check emails and phone calls
	White	Commutes and gaps in schedule in case of overflow
	Yellow	Work Tasks - Pick top 3 to focus on each Day
	Light Orange	Meetings and special events for work
	Dark Green	Prep for next day - Reduces stress for next day
	Purple	Family Events/Other Responsibilities
	Orange	Household Responsibilities



Working in Block - Tips

- Share your schedule with managers, co-workers, family, etc.
- Only work on the task at hand – Stick to your plan
- Take your breaks
 - Every 40-50 Mins
- Do not set up alerts
 - No emails, text messages, phone alerts
- Set up away messages
 - Let people know when you will be available to talk on the phone or respond to emails
- Set up an emergency plan
 - Only reach me if emergency – How to do that!
- Set up meeting days
- Remove items from your environment
 - Candy dish, desk clutter
- Set up a reward plan
 - Great for social media addicts
- Schedule time for self-care and fun



Questions



FREE GIFT



Thank you

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