



Training & Development, Inc.

www.impact-dev.com

email: info@impact-dev.com phone: (440) 899-9010 fax: (866) 288-7862

The Coach Equation

Solutions for the performance puzzle

Volume 4 Issue 1

This article has 702 words and should take 3.5 minutes to read.

A small price for knowledge!

Upcoming Classes

[Registered Corporate Coach Training](#)

March 24-25
Cleveland, OH

[DiSC Train the Trainer Workshop](#)

March 23
Cleveland, OH

Manage Stress - Manage YOU

Welcome to 2010! We have a new look! A perfect time to clean out the old and begin the new!

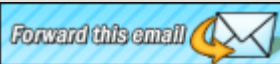
It's a new year and oh what a ride it has been so far. Haiti has been in the news for weeks. Watching news of the devastation from afar has left indelible memories of the pain and suffering. The people and the country will need help for years to come. There were so many groups asking for donations that I was unsure where to send my donation. That's when I received an email from a friend who had just the right place for me. An orphanage. Not one we had seen on the news. Apparently there are many such groups operating through the efforts of churches around the world. I was happy to send my donation to this group as all monies go directly to the organization. I'm sure you had many requests as well. Make it one of your resolutions for the year to remember the need and send what you can to relief efforts.

Resolutions and goal setting are the topic of many magazine and ezine articles - best ways to set goals and take action. Most of us have set goals for a healthier lifestyle - improving our fitness level, eating healthier, and spending more time with friends and family. If those are on your list then you are on your way to improving your overall quality of life - at home and at work!

Spending more time with family, friends, and yes, team members, helps to strengthen our relationships. Stronger relationships reduce conflict and our stress. Less stress, more happiness. It's a win-win!

Here are a few tips to improve relationships and reduce your stress....

1. **Get to meetings at least 15 minutes early.** Use that time to go over any notes or to prioritize your "To Do" list. You arrive early so be prepared. Use those extra minutes to review your calendar or return a quick email. It's quiet time, so make the most of it!
2. **Identify one "most important" task each day.** Devote the first hour of the day to that task before checking email or doing anything else. We add stress to our bodies and lose energy because we scatter our attention. Focus on accomplishing one thing at the beginning of the day and watch how your



to colleagues you know who'd benefit from either or both of these programs.

- energy increases!
3. **Give up TV.** Sound crazy? No. Studies show that we typically spend more hours in front of the computer or the TV than having conversations with our families. Try turning off the TV one night a week and hold a game night. Watch how much better your children behave and how much you learn about those interesting people who inhabit the same space!
 4. **Dog Walking or Bird Watching.** It's all about getting outdoors. Walking your dog can be a bonus relationship-building technique. You get to meet your neighbors! When people meet informally and share common interests they are more inclined to "look out" for each other. Knowing who your neighbors are increases friendliness and reduces stress. Same for those who enjoy watching birds or wildlife. No dog? Then join a garden club and watch how new relationships "bloom".
 5. **Lunch hour special.** Try this - split your lunch hour in two. For 20 to 30 minutes, eat with your lunch buddy, then add a 20 to 30 walk to get a little more exercise in during the day. This is an excellent way to let go of any stressful thoughts that may eat up your energy.
 6. **Don't worry. Be happy.** When you are frustrated or worried because your goals are eluding you, take a deep breath and scan your list. If they are still important, then recommit to the actions that will move you forward. If they aren't, then let them go. Life is short. Focusing your energy on the things that bring you joy will make you happier and reduce your stress levels.
 7. **Honor and love yourself.** Take action to reduce the stressors and you will increase your level of happiness. And that's what it is all about.

Wishing you less stress and more happiness in the New Year!

Sherry Greenleaf

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Impact Training &
Development
Cleveland, OH
440-889-9010
www.impact-dev.com

Seeds for change:

"Many people treat their bodies as if they were rented from Hertz -- something they are using to get around in but nothing they genuinely care about understanding."

-- Chungliang AI Huang