

A

Seminar report

on

Stress Management

Submitted in partial fulfillment of the requirement for the award of degree
of MBA

SUBMITTED

TO:

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BY:

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Preface

I have made this report file on the topic **Stress Management**; I have tried my best to elucidate all the relevant detail to the topic to be included in the report. While in the beginning I have tried to give a general view about this topic.

My efforts and wholehearted co-corporation of each and everyone has ended on a successful note. I express my sincere gratitude towho assisting me throughout the prepration of this topic. I thank him for providing me the reinforcement, confidence and most importantly the track for the topic whenever I needed it.

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Introduction

Stress is a fact of life, wherever you are and whatever you are doing. You cannot avoid stress, but you can learn to manage it so it doesn't manage you.

Changes in our lives—such as going to college, getting married, changing jobs, or illness—are frequent sources of stress. Keep in mind that changes that cause stress can also benefit you.

Moving away from home to attend college, for example, creates personal-development opportunities—new challenges, friends, and living arrangements. That is why it's important to know you and carefully consider the causes of stress. Learning to do this takes time, and although you cannot avoid stress, the good news is that you can minimize the harmful effects of stress, such as depression or hypertension.

The key is to develop an awareness of how you interpret, and react to, circumstances. This awareness will help you develop coping techniques for managing stress. For example, as an Army platoon leader, managing stress will require techniques that include an awareness of yourself and you're Soldiers.

What Is Stress Management?

Stress management refers to the wide spectrum of techniques and psychotherapies aimed at controlling a person's levels of stress, especially chronic stress, usually for the purpose of improving everyday functioning.

NEED OF STRESS MANAGEMENT

In the past decade, the news headlines have definitely made it clear that the need for stress management should be one of the top agendas in modern days society.

Living today is a lot tougher than it was even in the days of the great depression. It's been coming out in many ways such as all time occurrence of stomach and intestine ulcers. Others finds sleep disorders during busy days.

Today stress management is important in everyone's lives. It's necessary for long happy lives with less trouble that will come about. There are many ways to deal with stress ranging from the dealing with the causes of stress to simply burning off its effects.

Types

For managing stress, experts at Mayo Clinic in Minnesota and Arizona provide or teach:

- **Acupuncture.** Insertion of fine needles in the skin at key points in your body to boost your body's natural painkillers and increase blood circulation.
- **Counseling.** Discussion of life and health-related stresses with a medical professional to develop coping skills that address feelings, illnesses and challenging situations.
- **Deep breathing.** Breathing from your diaphragm (muscle under the rib cage) to establish a pattern of slower, deeper and more efficient breathing.
- **Guided imagery (visualization).** Picturing calming mental images of relaxing places and situations to cope with negative emotions, feelings or circumstances.
- **Massage therapy.** Various techniques that involve pressing and rubbing the body's soft tissues — muscle, connective tissue, tendons, ligaments and skin — for comfort, healing and pain reduction.
- **Meditation.** A practice that calms and focuses the mind, tuning out distractions, sometimes involving repeating a word or phrase, or visualizing a peaceful place.
- **Mindfulness.** A technique in which you stay focused, engaged and completely absorbed in the present moment.
- **Progressive muscle relaxation.** Tensing and relaxing the muscle groups throughout your body to reduce muscle tension and calm anxious feelings.
- **Resilience training.** Learning to balance the demands placed on you with your available resources; finding meaning in life; controlling the controllable; and seeing life's situations as challenges or opportunities rather than overwhelming obstacles.

MODELS OF STRESS MANAGEMENT

a) Transactional Model:

According to 'Richard Lazarus' and 'Susan Flokman,' "Stress is the result of imbalance between demands and resources." Or "as occurring when pressure exceeds one's perceived ability to cope."

In order to develop an effective stress management program it is first necessary to identify the factors that are central to a personal controlling his /her stress, and to identify the intervention methods which effectively target these factor. Lazarus and Flokman's interpretation of stress focuses on the transaction between people and their external environment.

The model conceptualize stress as a result of how a stressors is appraised and how a person appraisers his / her resources to cope with the stressors. The model breaks the stressors stress link by proposing that is stressors are perceived as positive or challenging rather than a threat, and if the stressed person is confident that he / she possesses adequate rather than deficient coping strategies, stress may not necessary follow the person of a potential stressors. The model proposes that stress can be reduced by helping stressed people change their perceptions of stressors, providing them with strategies to help them cope and improving their confidence in their ability to do so.

b) Innate Health Model:

The health realization / innate health model of stress is also founded on the idea that stress does not necessarily follows the presence of a potential stressors. Instead of focusing on the individual's appraisal of so-called stressors in relation to his own coping skills (as the transactional model does), the health realization model focuses on the nature of thought, stating that it is ultimately a person's thought processes that determine the response to potentially stressful external circumstances. In this model, stress results from appraising oneself and one's circumstances through a mental filter of insecurity and negativity, whereas a feeling of well-being result from approaching the world with a "quite mind", "inner wisdom" and "common sense".

This model proposes that helping stressed individuals understand the nature of thought especially providing them with the ability to recognize when they are in the grip of insecure thinking, disengage from it ,and access natural positive feelings will reduced this stress.

STRESS MANAGEMENT STRATEGY

1) Avoid unnecessary stress.

- (i) Learn how to say 'no'.
- (ii) Avoid people who stress you out.
- (iii) Take control of your environment.
- (iv) Avoid hot-buttons topics.
- (v) Pare down your to-do list.

2) Alter the situation.

- (i) Express your feelings instead of bottling them up.
- (ii) Be willing to compromise.
- (iii) Be more assertive.
- (iv) Manage your time better.

3) Adapt to the stressor.

- (i) Reframe problems.
- (ii) Look at the big picture.
- (iii) Adjust your standards.
- (iv) Focus on the positive.

4) Accept the things you can't change.

- (i) Don't try to control the uncontrollable.
- (ii) Look for upside.
- (iii) Share your feeling.
- (iv) Learn to forgive.

5) **Make time for fun and relaxation.**

- (i) Set aside relaxation time.
- (ii) Connect with others.
- (iii) Do something you enjoy everyday.
- (iv) Keep your sense of humor.

6) **Adopt a healthy lifestyle.**

- (i) Exercise regularly.
- (ii) Get enough sleep.
- (iii) Eat a healthy diet.

ADVANTAGES OF STRESS MANAGEMENT

1) Business advantages of stress management:

- (i) Less absenteeism due to stress-related disorders.
- (ii) Less worker's compensation loss due to stress-related illness or accidents.
- (iii) Improved job performance.
- (iv) Less stressful, more efficient workplace.
- (v) Improved employee attitude.
- (vi) Improved employee overall health.

2) Health advantages of stress management:

- (i) Decreased stress-related symptoms.
- (ii) Improved sleep.
- (iii) Decreased anxiety.
- (iv) Decreased use of medication.
- (v) Decreased pain, increased ability to manage pain.
- (vi) Increased ability to relax physiologically.
- (vii) Increased sense of control and improved self-esteem.

DISADVANTAGES OF STRESS MANAGEMENT

Stress can be a motivator. For example, if you're stressed out because you have a big assignment due, this may motivate you to work on it and complete it. The stress can help you to put in your very best effort. If you're afraid of losing your job, stress may encourage you to raise your own standards and make improvements you most likely wouldn't have made without the threat of unemployment.

Stress is a disadvantage because it can potentially raise your heart rate and weaken your immune system. Also, it can be a factor in poor decision – making because under stress we may not think logically or consider the consequences of the choices we make.

While we all experience stress frequently in our daily lives, not everyone handles it in positive ways. The key for us all is to learn what strategies and behaviors help us to cope with stress in a positive manner.

How stress affects the body

Common symptoms of stress include:

- A fast heartbeat.
- A headache.
- A stiff neck and/or tight shoulders.
- Back pain.
- Fast breathing.
- Sweating, and sweaty palms.
- An upset stomach, nausea, or diarrhea.

Over time, stress can affect your

- **Immune system.** Constant stress can make you more likely to get sick more often. And if you have a chronic illness such as AIDS, stress can make your symptoms worse.
- **Heart.** Stress is linked to high blood pressure, abnormal heartbeat (arrhythmia), blood clots, and hardening of the arteries (atherosclerosis). It's also linked to coronary artery disease, heart attack, and heart failure.
- **Muscles.** Constant tension from stress can lead to neck, shoulder, and low back pain. Stress may make rheumatoid arthritis worse.
- **Stomach.** If you have stomach problems, such as gastro esophageal reflux disease (GERD), peptic ulcer disease, or irritable bowel syndrome, stress can make your symptoms worse.
- **Reproductive organs.** Stress is linked to low fertility, erection problems, and problems during pregnancy, and painful menstrual periods.
- **Lungs.** Stress can make symptoms of asthma and chronic obstructive pulmonary disease (COPD) worse.
- **Skin.** Skin problems such as acne and psoriasis are made worse by stress.

An extreme reaction to stress is a panic attack. A panic attack is a sudden, intense fear or anxiety that may make you feel short of breath, dizzy, or make your heart pound. People who have panic attacks may feel out of control, like they are having a heart attack, or are about to die. Panic attacks may happen with no clear cause, but they can be brought on by living with high levels of stress for a long time. For more information on panic attacks, see the topic Panic Attacks and Panic Disorder.

How stress affects your thoughts and emotions

You might notice signs of stress in the way you think, act, and feel. You may:

- Feel cranky and unable to deal with even small problems.
- Feel frustrated, lose your temper more often, and yell at others for no reason.
- Feel jumpy or tired all the time.
- Find it hard to focus on tasks.
- Worry too much about small things.
- Feel that you are missing out on things because you can't act quickly.
- Imagine that bad things are happening or about to happen.

How stress affects you depends on many things, such as:

- Your personality.
- What you have learned from your family about responding to stress.
- How you think about and handle stress.
- Your coping strategies.
- Your social support.

CONCLUSION

Stress can be both positive and negative, which has an impact on the employee's performance at work. If taken positively, the results are positive, and if taken in a negative way, may yield disastrous results. For most of the people, low to moderate amount of stress enable them to perform their jobs better. However, a high level of stress or for that matter even a low – level stress spread over a long period, eventually takes its toll, and the performance declines.

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