

Relax

TAKEAWAYS

Use this when you need to learn stress management techniques that will help lower stress levels.

Apply

Take time to do the following:

- What are you stressed about?
- What's the root cause of this stress?
- What stress management techniques can help reduce this stress (e.g breathing, exercise, proactive language)?

Discuss

Discuss the following questions with colleagues or with your team:

- What are the most stressful parts of our work together?
- What is one thing each of us can do to manage stress better?

Note: This is part of FranklinCovey's *The 5 Choices to Extraordinary Productivity*® solution.