

Tuesday: Stress-Out! Managing Stress in a Busy Life

1. What is stress?

Stress is the body's physiological reaction to change.

2. Can stress be good?

The right amount of stress (eustress) helps us to concentrate, focus and perform, and can help us to reach peak efficiency. Stress (distress) becomes a negative when we stay "geared up" and won't nor can't relax after meeting the challenge.

3. How much is too much?

With too little stress we feel: Bored; Tired; Frustrated; Unhappy; Prone to illness.

With just the right amount of stress we feel: Happy; Creative; Motivated; Productive; Healthy

4. The Lord's Position

Peace I leave with you, my peace I give unto you: not as the world giveth, give I unto you. Let not your heart be troubled, neither let it be afraid. John 14:27

And see that all these things are done in wisdom and order; for it is not requisite that a man should run faster than he has strength. And again, it is expedient that he should be diligent, that thereby he might win the prize; therefore, all things must be done in order. Mosiah 4:27

"We are not being fair when we judge ourselves . . . I feel that one of the great myths we would do well to dispel is that we've come to earth to perfect ourselves, and nothing short of that will do. If I understand the teachings of the prophets of this dispensation correctly, we will not become perfect in this life, though we can make significant strides toward that goal." – Elder Marvin J. Ashton, "On Being Worthy," *Ensign*, May 1989, p. 20

"To you who feel harried and overwhelmed and who wonder whether you ever will be able to run fast enough to catch the departing train you think you should be on, I suggest that you learn to deal with each day as it comes, doing the best you can, without feelings of guilt

or inadequacy....No one can do everything...Remember, our Heavenly Father never expects more of us than we can do." Elder M. Russell Ballard, "Be an Example of the Believers," *Ensign*, Nov. 1991, p. 95

Do not run faster or labor more than you have strength. D&C 10:4

5. Stress Management: "The art of claiming our divinely given agency over the physical, mental, spiritual and social aspects of our lives." – Kevin R. Miller

6. Eight Stress Erasers:

Biofeedback, Humor, Meditation, Spiritual Nourishment, Deep Breathing, Yoga/Stretching, Relaxation Exercises, Physical Exercise/Rest

7. Quick Relaxation Techniques

Countdown: with your eyes closed, count backward from ten or twenty, saying each number silently as you exhale. Imagine you are going down a stairway, past the floors as an elevator descends, or count down your age and imagine you are traveling briefly into your past. When you have reached zero, inhale and count to three.

Imagery: stop what you are doing and imagine a beautiful scene, perhaps something you saw on your last vacation. Spend five minutes and enjoy every detail of the picture. Hear the water lapping, count the flowers, see, hear and smell things.

The Turtle: adapted from a yoga practice, this exercise is designed to relax the muscles of your neck and back. Sit up straight and let your chin fall to your chest as you exhale. Inhale and move your head slowly as though trying to touch the back of your neck with your head. Then pull your shoulders up as though trying to touch them to your ears. Then release.

8. Stress Reduction for Mormons

As you travel the road of life, you can reduce your stress with fifteen essential stops:

- Understand positive and negative stress by using your stress thermometer

- Add the fuel of essential spiritual stress reducers
- Choose love and trust to reduce your stress
- Fill up your reserve tank of faith
- Add nourishing meals of love
- Loosen up and enjoy the trip
- Travel daily with the power of Christ-like thoughts
- Avoid the side road of "member teachings"
- Avoid the impassable road of too high expectations
- Avoid the road of perfectionism
- Give Christ-like service as you travel
- Travel with a healthy body through exercise, good nutrition and relaxation
- Listen for feelings and improve your communication skills
- Forgive those who bump into you
- Follow Christ to your destination of Peace

– By Dr. John C. Turpin, Stress Reduction for Mormons: A gospel Journey with 15 Stress- Reducing Stops

Stress and Food

- For short term, intense stress: citrus fruits, or other sources of vitamin C. For ongoing stress: protein (lean meat, fish, chicken, nuts, etc), calcium (milk, yogurt, cheese, etc) and potassium (fruits and vegetables).
- During stress: carbohydrates can calm your nerves. Be careful of candy and cookies. Better choices include pasta, yogurt, popcorn and nuts. Deep fried foods take a lot of energy to digest, leaving our bodies tired

Music: Baroque music has proven good effects

Colors: forest green, earth tones

Smells: Chamomile and Lavender oils, rosemary

Exercise: 30 minutes a day three times a week will give you 80% of the available benefits of exercise!

Biodots and other Resources:

www.stresstop.com or Biodot International 800-272-2340

Wednesday: Joy-IN: The Art of Finding Joy in Everyday Life

1. Joy is the purpose of life: Joy is a fundamental purpose of life...and of organizations: "... Men are, that they might have joy." – 2 Nephi 2:25

"Happiness is the object and design of our existence; and will be the end thereof, if we pursue the path that leads to it, and this path is virtue, uprightness, faithfulness, holiness, and keeping the commandments of God" – The Prophet Joseph Smith

2. Where Joy Comes from:

Joy is not in things, it is in us. We are hardwired for joy and are meant to find joy in everyday living. Joy is not having what you want, it is wanting what you have!

"...a mans' life consisteth not in the abundance of the things which he possesseth." – Luke 12:15

"In surveys, relatively affluent children generally give lower ratings of happiness than children at the lowest socioeconomic levels. Second generation wealthy, as they age, usually fail to enjoy their abundance, driven by fear of losing their wealth and the desire to maintain the status-quo." --The Millionaire Next Door by Thomas Stanley and William Danko

"We cannot simply enjoy life more by accruing more goods and goodies. Just as the float in a toilet tank rises with the water level to seal off incoming water and prevent overflow, our expectations seem to float upon our rising prosperity and shut down our pleasure with each step we take." – Dr. Mark Chamberlain Wanting More: Finding Joy in the Age of Addiction

3. Sensitivity brings Joy

"The sweetest fruit of disciplined attending: the increase it brings in our capacity for enjoyment. Those who develop a heightened sense of awareness are no longer as dependent on their environment for pleasure. For them, thrills can come not only from amusement-park intensity but from the sublime beauty of a tree, a simple melody, or a bird flying overhead.

- Children Joy, by Richard and Linda Eyre

Things which we had never supposed come into view. Seeming routine turns out to be resplendent with possibilities. Ordinary people seem quite the opposite. The humdrum of life, when savored, contains symphonic sounds. A circumstance or conversation which looks quite pedestrian nevertheless proves pivotal. But there are no bands playing, no headlines, no footage on the six o'clock news". --Elder Neal A. Maxwell, We will Prove them Herewith, 12-13

"We can more fully appreciate the simple experiences in life by refusing to ignore them any longer. We can stop gobbling down food on the run. We can stop distracting ourselves with a stack of reading material in the bathroom. We can discipline ourselves to tune back in to all the little things in life that are so easy to take for granted. We can rediscover our sense of awe and reignite our passion for life by appreciating what is available, allowing it to hold our attention and "charm" us. As we take pleasure in these experiences, we will more fully capture the everyday miracle and wonder of being alive." --Dr. Mark Chamberlain

4. Joy is in Relationships, Not Things

"We have an incredible and almost unlimited ability to observe things about other people. This capacity is innate, but we are free to take it in the direction we choose. What a shame if we use our observational power to discover and dwell on what is wrong with them, criticizing and cataloging their faults. What a shame when, in truth, we are equally able to adopt an attitude of delighting in others and the many things we are able to notice about them." --Dr. Mark Chamberlain

5. Some Quotes on Joy

- "Happiness does not depend on what happens outside of you but on what happens inside of you." – President Harold B. Lee, "A Sure Trumpet Sound: Quotations from President Lee," *Ensign*, Feb. 1974, p. 78.
- "Joy, it seems, is not only happiness, but the resultant feeling of the Holy Ghost manifest within us." – Sister Barbara W.
- Concentrate on seeking out moments of joy in everyday life.

Winder, "Finding the Joy in Life," *Ensign*, Nov. 1987, p. 95.

- "That happiness does not necessarily come with economic success is suggested by the Savior's statement, "...a mans' life consisteth not in the abundance of the things which he possesseth." (Luke 12:15.)
--President Marion G. Romney, "Joy and Happiness," *Ensign*, Sept. 1973, p. 2
- "Everything has its beauty, but not everyone sees it." – Confucius
- "He who knows not when he has enough is poor." – Japanese Proverb
- You can never get enough of what you don't need because it will never satisfy you. – unknown
- "Nothing is enough for the man to whom enough is too little." – Epicurus
- "People dependent upon their eyes and ears seldom understand the wealth of life that is tangible."
– Helen Keller
- "He who knows that enough is enough will always have enough."
– Lao Tzu
- "There is a God-shaped vacuum in the heart of every man which cannot be filled by any created thing, but only by God the creator. . ."
--Blaise Pascal (French philosopher)
- Let us remain as empty as possible so that God can fill us up.
– Mother Teresa
- I have learned to seek my happiness by limiting my desires, rather than in attempting to satisfy them.
– John Stuart Mill

6. Tools and Tips from This Workshop:

- Use the joy list we created tonight and do five of them every single day!
- Instead of acting immediately on your urges to buy, try keeping a wish list and buying only those items that have been on the list for a month.
- Teach your children where joy comes from: See Teaching

Recommended Book:

A Fullness of Joy, by Richard D. Draper

Thursday: Born Free: Managing Personal Time

1. Can We Really Manage Time? Time is unique among life's resources because we cannot create it, and all people have exactly the same amount of time: 10,080 minutes a week, 24/7, 365 days a year.

"Jesus also taught us how important it is to use our time wisely. This does not mean there can never be any leisure, for there must be time for contemplation and for renewal...Wise time management is really the wise management of ourselves."

– President Spencer W. Kimball

Wherefore, do not spend money [time?] for that which is of no worth, nor your labor for that which cannot satisfy. Harken diligently unto me, and remember the words which I have spoken; and come unto the Holy One of Israel, and feast upon that which perisheth not, neither can be corrupted, and let your soul delight in fatness. – 2 Nephi 9:50–51, [] added

2. Four steps to life (time) management:

- Know thyself
- Manage self
- Use tools and methods
- Check results

Know Thyself

Know who you are, how you want to live, what you want to become and what you want to have accomplished or be remembered for.

- Define your mission
- Clarify your values
- Begin with the end in mind

Clarify your values and define your mission

Think about how you would finish the following sentences:

- The things that I would walk the I-beam for are...
- If I were to describe the person that I am or want to be, I would say that I am....
- Success to me is...
- I am happiest when...
- The qualities of character I admire most in others are...
- When I don't have something to do, what I like to do most is...
- Professional, where would I like to be in the next three to five years...
- If my resources were such that I did not have to work for a living or I could do anything I wanted I would....
- As I see it now, my personal mission is to...

Manage Self

Based on your understanding of your values and what time is, plan, organize and act in ways that allow you to move toward your goals, manage your activities and develop important relationships. "To thine own self be true."

- Be committed to your beliefs and values
- Decide to use time effectively: "Nothing is as worthless as doing efficiently what should not be done at all." -- Peter F. Drucker
- Determine to be proactive
- Establish priorities and set goals
- Anticipate changes and exceptions
- Celebrate success

Use Tools and Methods

Choose tools that will help you achieve your goals and make your life more pleasant.

- Analyze how you currently use your time (time logs, etc)
- Select tools and methods that are effective for you
- Identify time wasters
- Utilize time savers
- Learn to say "no"
- Delegate
- Prioritize your activities
- Listen and learn from others and combine ideas from other people
- Be flexible, adapt and find better ways to get things done.
- Explore alternatives
- Discover and use available resources
- Remember the 80/20 rule: 20% of what you do gets you 80% of what you really want.

Planners

In general, however planners typically have found functions:

- To describe your values and your personal mission
- To help you identify important tasks and prioritize them based on your values
- To list appointments and activities on a calendaring system
- Store information/phone number, addresses, details of meetings, ideas, notes, journals, etc
- I highly recommend the week at a glance planning systems such as the FranklinCovey weekly planning systems (see BYU Bookstore)
- There are other methods. Printed to-do lists, 3x5 cards, wall calendars, or just pieces of paper may work better for you. Your method should identify what is important to you, help you plan for the future and help you deal with multiple events and activities.

Check Results

- It is worthwhile to occasionally stop and ask yourself "how am I doing? What am I doing well? What do I need to do differently to use my time well?"
- Look at the results you are getting from the way you utilize your time. How are your relationships with others as you strive to use your time well?
- If you are satisfied, celebrate! Continue doing what works.

Friday: Living a Balanced life

“Peace I leave with you, my peace I give unto you: not as the world giveth, give I unto you. Let not your heart be troubled, neither let it be afraid.” John 14:27

1. What is a balanced life? Symptoms Are:

- Success in things that matter
- Confidence, poise and more control
- Sufficient time and you meet goals
- People trust you
- Role model to others

Obstacles to Living a Balanced life

- Fatigue, lack of physical fitness
- Inability to organize time and to prioritize tasks
- Other people’s demands on me or my perception of their demands
- Relationship problems
- Need for spiritual strength
- Mental fatigue

2. Three Pronged Approach to Balancing Life:

Prong One: Keep a “Reality Check” on your expectations and what Heavenly Father (not others) expect of you:

“Anyone who imagines bliss is normal is going to waste a lot of time running around shouting that he’s been robbed. The fact is that most putts don’t drop, most beef is tough, most children grow up to be just people, most successful marriages require a high degree of mutual toleration, most jobs are more often dull than otherwise. Life is like an old time rail journey...delays, sidetracks, smoke, dust, cinders, and jolts: interspersed only occasionally by beautiful vistas and thrilling bursts of speed. The trick is to thank the Lord for letting you have the ride.” – Quoted by President Gordon B. Hinckley, from a column by Jenkins Lloyd Jones

“To you who feel harried and overwhelmed and who wonder whether you ever will be able to run fast enough to catch the departing train you think you should be on, I suggest that you learn to deal with each day as it comes, doing the best you can, without feelings of guilt or inadequacy...No one can do everything...Remember, our Heavenly Father never expects more of us than we can do.” – Elder M. Russell Ballard, *Ensign*, Nov. 1991, p. 95

“It may be just as dangerous to exceed orthodoxy as it is to fall short of it. The safety and happiness we are promised lies in keeping the commandments, not in discounting or multiplying them.” --Elder Dallin H. Oaks, “Our Strengths Can Become Our Downfall,” *Ensign*, Oct. 1994, p. 11.

And see that all these things are done in wisdom and order; for it is not requisite that a man should run faster than he has strength... – Mosiah 4:27

Prong Two: Obtain More Energy and Follow Christ’s Example: Christ is the way!

... I am come that they might have life, and that they might have it more abundantly. – John 10:10

“He was subject to fatigue and bodily exhaustion from other causes, as are all men; without food He grew hungry; without drink He thirsted; by labor He became weary. The fact that after a day of strenuous effort He could calmly sleep, even amidst the turmoil of a tempest, indicates an unimpaired nervous system and a good state of health. Nowhere do we find record of Jesus having been ill. He lived according to the laws of health, yet never allowed the body to rule the spirit; and His daily activities, which were of a kind to make heavy demands on both physical and mental energy, were met with no symptoms of nervous collapse nor of functional disturbance. Sleep after toil is natural and necessary. The day’s work done, Jesus slept.” – Elder James E. Talmage, *Jesus the Christ*, p. 285.

Prong Three: Balance the Four Kinds of Energy: Physical, Mental, Emotional, Spiritual:

And thou shalt love the Lord thy God with all thy heart [emotional], and with all thy soul [spiritual], and with all thy mind [mental], and with all thy strength [physical]: this is the first commandment. And the second is like, namely this, Thou shalt love thy neighbor as thyself [social]. . . – Mark 12:30, 31

3. Christ’s Teachings on Balanced Living

Physical

Luke 8:22-23; Isaiah 40:31; D&C 89:20; Alma 46:40; Ephesians 5:18; 3 Ne. 13:25-34; D&C 89: 18-21; D&C 49:19-21, 59:16-20, 84:81-85; Acts 27:34; Gen 1:29-31, 9:3-4; D&C 88:124, 10:4; Mosiah 4:27; Daniel 1:8, 15; Luke 9:12

Mental

Luke 2:52, 24:27; 3 Ne. 23:14, 26:1-6; D&C 9:8-9, 88:118, 109:14; Matt. 10:16; 2 Ne. 28:30

Emotional

3 Ne. 17:20-22; John 11:30-36; Matt. 14:10-14; John 2:14-16, 13:34; Isaiah 9:6; James 3:18; Isaiah 53:3-9

Spiritual

Matt. 2:12; Mark 9:2, 6:46; Matt. 14:23; John 17; D&C 93:13; Alma 7:11; Heb. 4:15; Matt. 6:6

Social

Luke 7:36; Matt. 18:23; John 13:5-14, 11:25-27; 3 Ne. 9:15, 17:6; John 15:15; Luke 4:18; D&C 93:45