

Stress Management TOOLKIT

Are you feeling overwhelmed, stressed, or struggling to find a routine this semester? Let's take a quick inventory of your personal stress management "toolbox." After reviewing the list of stress management skills below, you may consider personalizing and adding a few of these skills to your own toolbox.

Tools for Personal Wellness

- ***Get Active*** by getting 150 minutes of moderate exercise (walking, riding a bike on level ground) or 75 minutes of vigorous exercise (running, swimming, riding a bike on hills) a week.
- ***Sleep*** at least 7 hours nightly and maintain a regular sleep schedule.
- ***Eat a Balanced Diet***--healthy mix of proteins, carbohydrates, and fats (fruits, vegetables, grains, proteins, and dairy or dairy substitutes).
- ***Limit Caffeine and Alcohol Use*** to no more than 400 mg of caffeine (or preferably less!) a day and no more than 2 drinks for men or 1 drink for women.
- ***Practice Mindfulness*** (Use all of your senses in all of your surroundings) by taking time to savor your lunch, take a few deep breaths before getting out of your car, or taking time to notice your feelings without judgement.
- ***Practice Gratitude*** by finding one thing you are grateful for, one thing you learned, one thing you accomplished, and one thing that delighted you today.
- ***Stay Connected*** to social support by talking to family, friends, peers, and joining activities on or off campus.
- ***Do Positive Activities***--hike, surf, swim, paint, draw, play a sport, join a club/organization, whatever it is that brings you joy!
- ***Know your Limits*** and identify what self-care looks like to you.
- ***Find a Routine*** by setting a regular time to sleep, eat, exercise, and do homework (but don't forget to leave a little room for spontaneity).
- ***Be Flexible.*** Things do not always go according to plan.
- ***Express Yourself.*** Recognize your triggers, use positive self-talk, be a good listener, label what you are feeling.

Contact the Counseling Center at (808)735-4845 or counselingcenter@chaminade.edu

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Tools for Managing Academic Stress

- ***Avoid Procrastination*** by identifying the hardest task and the easiest task you have and start with the one that will give you the most motivation to keep going.
- ***Set Short-Term & Long-Term Goals*** that are specific, measurable, achievable, relevant, and time bound.
- ***Prioritize***. You cannot do everything. What is the most important task that you need to get done?
- ***Use a Planner***. Buy an inexpensive paper planner or use a free app on your phone.
- ***Ask for Help***. Don't assume your professors know that you are struggling. Connect with your classmates/peers.
- ***Utilize Your Resources on Campus***. Find a motivating environment to work in, use tutoring services, or join a study group.
- ***Take Breaks often***. Sometimes we need a break before we can get focused.

Tools for Managing Social and Relationship Stress

- ***Set Boundaries*** by remembering you don't have to say yes to everything.
- ***Take a Breather*** by asking the person you are in conflict with for time to reset, instead of saying something you regret
- ***Use Assertive Communication*** by clearly stating your opinions and feelings without blaming, name-calling, yelling or swearing.
- ***Remember That You Only Have Control Over Yourself***. You are not responsible for how other people feel or respond.
- ***Seek Out Different Groups of Friends***. We all have different circles we hang out with at different times.