

STRESS



MANAGEMENT WORKBOOK

SMART WAYS TO REDUCE AND ELIMINATE
YOUR STRESS HABITS OVERNIGHT



Jorden Immanuel, M.Sc.

Contents

FOREWORD 2

INTRODUCTION..... 3

SETTING STRESS MANAGEMENT GOALS..... 4

 5 key steps to managing your stress levels: 4

 1. Keeping track of your stress..... 4

 2. Identify the sources of your stress..... 4

 3. Mindfulness Based Stress Reduction Practices 5

 4. Physical Activity 5

 5. Deep Breathing 5

IDENTIFYING YOUR STRESSORS 6

STRESS SYMPTOM CHECKLIST:..... 7

MINDFULNESS BASED STRESS REDUCTION PRACTICES..... 8

4 OTHER WAYS TO MANAGE YOUR STRESS 11

 Aligning Your Values 11

 Changing Unhelpful Thoughts 11

 Build Your Resilience..... 11

 Eating Healthy When Stressed 11

MINDFULNESS HOMEWORK EXERCISES..... 13

 Pleasant Event Report..... 13

 Unpleasant Event Report 13

 Pleasant Communication Report 13

 Unpleasant Communication Report 14

COPYRIGHT, LEGAL NOTICE AND DISCLAIMER 15

FOREWORD

Adrenal Fatigue involves more than just the adrenal glands and reversing this insidious syndrome requires a multifaceted approach. An approach that takes into account lifestyle factors such as **dietary changes** and **emotional stress management**. Also the addition of **nutritional supplements, herbs** and **hormone replacement therapy** can be very helpful additions to your recovery plan.

This workbook has been made available for you to make you aware of the importance of **stress management** especially when dealing with Adrenal Fatigue. Our goal is to give you the tools and insights to become **more aware of your stress levels, your reaction to stress** and enable you to **deal better with the stressful situations** in your life.

For more information about recovering from Adrenal Fatigue I would like to refer you to our website and our blog at <http://www.adrenalfatiguecoach.com>.

We have also developed a great information product: the **Adrenal Fatigue Recovery Package**. A best-selling product that focuses directly on Adrenal Fatigue.

Adrenal Fatigue Recovery Package

The Adrenal Fatigue Recovery Package is a very complete information package designed to **give you a headstart in your recovery from Adrenal Fatigue.**

You will receive

- The Adrenal Fatigue Recovery Workbook
- The Adrenal Fatigue Coach Diet Plan
- 14 Day Mealplanner + Shoppinglist
- Adrenal Health Inventory List

Now only 37 USD

[Click here for more information](#)



INTRODUCTION

This guide was created to help you identify and track your stress, and provide you with a variety of proven techniques that you can use to counteract stress.

Stress is a normal psychological and biological reaction to positive or negative situations in our life that we feel we do not have enough resources to cope with. There are two kinds of stress; **Acute Stress** and **Chronic Stress**.

Acute Stress is stress that comes from a specific event or situation and that leaves you with a poor sense of control. It may involve a new or unpredictable situation or a threat to your ego. Examples are giving a speech in front of a group, or almost getting hit by a car. This type of stress is useful as the stress hormones released help your body and mind cope with the situation.

Chronic Stress on the other hand is resulting from repeated exposure to situations that lead to the release of stress hormones. This type of stress can result in **wear and tear on your body, as our stress response was not designed to be activated constantly.**

You may have or may **currently** experience periods with high levels of stress and danger. You are probably familiar with the **“fight-or-flight”** feeling that occurs when under stress. During this time, our bodies release stress hormones in response to the stress. These hormones keep us alert and ready to deal with whatever is happening or is about to happen.

While our stress response serves us well in the short term, our bodies do need time to recover. Chronic modern day stressful events such as health worries, financial problems, work stress, noisy neighbours, relationship troubles, when remain unresolved, can lead to serious health problems like:

- | | |
|---|--|
| <input type="checkbox"/> high blood pressure | <input type="checkbox"/> headaches |
| <input type="checkbox"/> a weakened immune system | <input type="checkbox"/> aggressive behavior |
| <input type="checkbox"/> heart disease | <input type="checkbox"/> low energy |
| <input type="checkbox"/> digestive problems | <input type="checkbox"/> depression |

There are **specific techniques** that you can learn that will help you to **manage your stress** more effectively. These techniques will help you to **lower your stress and improve your readiness to respond in stressful situations.** You'll also be able to **cope more easily with stress** when it comes up.

It's important to note that you cannot always control the sources of your stress, **but you can control the way you react to stress.**

SETTING STRESS MANAGEMENT GOALS

What is your overall stress management goal? (On a scale of 0 to 10, 0 being not bothersome, 5 somewhat bothersome, 10 being severely bothersome) Example: my goal is to have my average stress level below ___for___days a week.

Stress RULER

"On a scale of 0 – 10, how would you rate your current stress level?"

0	1	2	3	4	5	6	7	8	9	10
Not Stressed		A Little Stressed		Somewhat Stressed		Very Stressed		Severely Stressed		

Take time to note your current stress and the level you would like to reduce your stress to.

Now let's take some time to evaluate how you can reduce **your current stress level** to lower down to **your target stress level**.

5 key steps to managing your stress levels:

1. Keeping track of your stress

It is important to regularly monitor and track your stress levels. Especially when you feel stressed out. By doing so you raise awareness of the way you experience stress and get a better feel of your natural stress level. Knowing how your body reacts to stress will help signal you when your stress levels are rising. **Use the stress tracker below to monitor your stress levels.**

Date	Time	Stress Level (0-10)	What was I doing?	What was I thinking?

2. Identify the sources of your stress

Knowing the sources of your stress is very important. As soon as you have a good idea of the things that cause you stress, you can make a plan for dealing with each of them. **Use the worksheet on page 5 to help you identify your stressors.**

3. Mindfulness Based Stress Reduction Practices

Mindfulness means paying attention in a particular way: on purpose, in the present moment, and non-judgementally. This increases awareness, clarity and acceptance of our thoughts, feelings, bodily sensations, and surrounding environment. When we practice mindfulness, our thoughts tune into what we're sensing in the present moment rather than thinking about the past or imagining the future. Some key aspects of practising mindfulness include: **awareness, being in the present moment, being non-judgmental of persons** (versus actions), and being able to **acknowledge how things really are** (this is acceptance, and acceptance does not mean approval.)

4. Physical Activity

Physical activity is one of the most effective stress management techniques that you can use. It increases endorphins, improves sleep, raises self-esteem, and releases muscle tension.

But be ware overly vigorous physical activity will actually contribute to your stress levels. If you are going to exercise to help relieve stress, do so at an intensity level that is suitable for you and your comfort level.

Check out this article for more tips: <http://www.adrenalfatiguecoach.com/exercise/>

Plan B. Alternative to Physical Activity

Unfortunately not everyone is able to exercise because of injuries or other health issues. If this relates to you, **there are some great alternatives that you can try instead.** Ofcourse everyone can do these activities not just the people that are unable to exercise. **Everyone knows that when we do activities that we enjoy we tend to feel less distressed, calmer and happier.** Below are some examples that can positively affect your stress levels:

- | | |
|--|--|
| <input type="checkbox"/> Call an old friend | <input type="checkbox"/> Watch the sun go down |
| <input type="checkbox"/> Go for a bike ride | <input type="checkbox"/> Sit outside and watch for birds or wildlife |
| <input type="checkbox"/> Plant some flowers in your garden | <input type="checkbox"/> If you like boating, visit a marina |
| <input type="checkbox"/> Go for a walk by the lake | <input type="checkbox"/> Take a warm bath. |
| <input type="checkbox"/> Park your car for a few minutes at a place with a nice view | <input type="checkbox"/> Go fishing. |

Make sure to actively plan for these activities because without an active plan, as always life demands get in the way!

5. Deep Breathing

This is one of the fastest techniques to deal with stress in the moment. It is also effective for managing depression and emotional responses, and can even be helpful for some medical conditions.

Check out this article for more tips and exercises: <http://www.adrenalfatiguecoach.com/breathing/>

These 5 techniques will help you to become better at managing stressful situations.

IDENTIFYING YOUR STRESSORS

Use the below list to list your stressors. For each of the items below place a check mark whether it's important to you and also whether you have control over it or not. It may also very well be the case that you try to avoid exposure to these stressors or limit exposure to them. If you cannot avoid dealing with these stressors or limit exposure to these stressors, practising deep breathing can limit your stress response.

- | | |
|--|--|
| <input type="checkbox"/> Changing Jobs/Promotion
<input type="checkbox"/> Conflict With Family
<input type="checkbox"/> Keeping Healthy
<input type="checkbox"/> Lack of Confidence
<input type="checkbox"/> Loneliness
<input type="checkbox"/> Money Worries
<input type="checkbox"/> Pain/Fatigue
<input type="checkbox"/> Planning for Retirement | <input type="checkbox"/> Public Speaking
<input type="checkbox"/> Traffic to/from Work
<input type="checkbox"/> Travel/Vacation/Holidays
<input type="checkbox"/> Upcoming Wedding
<input type="checkbox"/> Global Warming
<input type="checkbox"/> World Economy
<input type="checkbox"/> War/Terrorism |
|--|--|

Now that you have checked of one or more of the items on the list that cause you stress, list each of the stressors in the box below.

	Important	Not Important
Can Control		
Cannot Control		

- You will need to let go of the ones that you identified as not important. They aren't worth the stress they cause.
- Take some time out to address those things that you feel are important and that you do have at least some control over.
- Practice stress management techniques for the ones that are important but that you do not control.

STRESS SYMPTOM CHECKLIST:

When you know how your body responds to stressors, you can begin to focus your attention on finding the best stress management technique for each one. Put a check mark next to the symptoms you experience when you're feeling a lot of stress.

- | | |
|---|---|
| <input type="checkbox"/> Forgetfulness | <input type="checkbox"/> Fatigue |
| <input type="checkbox"/> Lack of Energy | <input type="checkbox"/> Upset Stomach/Nausea |
| <input type="checkbox"/> Chest Pain | <input type="checkbox"/> Loneliness |
| <input type="checkbox"/> Crying | <input type="checkbox"/> Depression/Anxiety |
| <input type="checkbox"/> Digestive Issues | <input type="checkbox"/> Backache |
| <input type="checkbox"/> General Muscle Tension | <input type="checkbox"/> Lack of Motivation |
| <input type="checkbox"/> Headache | <input type="checkbox"/> Blaming |
| <input type="checkbox"/> Heart Palpitations | <input type="checkbox"/> Sadness or Depression |
| <input type="checkbox"/> Teeth Grinding | <input type="checkbox"/> Chest Tightness |
| <input type="checkbox"/> Change in Sex Drive | <input type="checkbox"/> Eating When Not Hungry |
| <input type="checkbox"/> Muscle Cramps/Spasms | <input type="checkbox"/> Frustration |
| <input type="checkbox"/> Neck & Shoulder Pain | <input type="checkbox"/> Smoking |
| <input type="checkbox"/> Pain | <input type="checkbox"/> Restlessness |
| <input type="checkbox"/> Sleep Problems | <input type="checkbox"/> Worrying |
| <input type="checkbox"/> Irritability/Anger | <input type="checkbox"/> Others: |

NOTE: Some of these symptoms may indicate a medical problem rather than stress. If you are experiencing any unusual symptoms or symptoms that are severe enough to prevent you from engaging in your daily activities, contact your healthcare professional immediately.

MINDFULNESS BASED STRESS REDUCTION PRACTICES

Mindfulness Based Stress Reduction Techniques have been proven to **reduce stress and stress-related conditions**. These techniques can reduce anxiety, improve focus and working memory, decrease emotional reactivity, enhance cognitive flexibility, self-insight, morality, intuition and fear modulation. Other health benefits include increased immune functioning and improvement to well-being.

1. Mindfulness Meditation

Center yourself so that your focus is in the present, focus on your breath as you inhale and exhale. Breathing mindfully does not involve a conscious changing of your breath.

- 1) Set aside up to 5 minutes of time. In this 5 minute period, you will not engage your thoughts. Once a thought pops up, just notice it and let it go.
- 2) Whenever you notice that your mind is thinking about things, try to let go of those thoughts without judging them and refocus your attention to your breathing.



Note: *The goal of this meditation is to become more aware of your thoughts without automatically engaging them, not to get rid of having thoughts.*

If focusing on your breath does not work to bring you into the present moment, you can focus on anything in the present, such as sounds, a picture you like, or a candle flame.

2. Compassion Meditation

- 1) First, take a few deep breaths in and out, and ground yourself in the present.
- 2) Here, as you breathe deeply, focus on your heart and visualize, warmth, softness and compassion warming your chest. Visualize your heart glowing inside your chest. Repeat the following phrases:
 - “May I be happy? May I be well? May I be safe? May I be peaceful and at ease.”
- 3) After a couple of minutes, visualize someone that you care about deeply joining you in this process. Using more calming phrases and words, speak to yourself using the name of the person. For example:
 - “May my wife be happy? May my wife be well? May my wife”



- 4) Next, visualize extending this energy to somebody you feel neutrally about. Repeat the phrases with the person's name. For example:
 - "May the cashier at the store be happy? May the cashier be well? May the cashier . . ."
- 5) Now extend the energy to somebody for whom you have negative feelings. Repeat the phrases with his or her name.
- 6) Finally, visualize extending this energy to the rest of the world. As you become more comfortable with this practice, try extending the length of time you spend at each stage, increasing the overall time spent on the meditation.

3. Body Scan Meditation

The Body Scan Meditation can help you become more accepting of areas of pain and discomfort and not tense in reaction to them, which can further add to the discomfort.

To practice the Body Scan Meditation, get into a position that is most comfortable for you. Common comfortable positions are for instance lying down on the floor or in bed with a pillow under your head. Take a few deep, grounding breaths and gently bring your awareness to the present.



- 1) Focus directly on a specific body part, such as your right foot. As you breathe deeply, scan that part of your body for sensations. Notice your mind's tendency to drift away. As you notice that's happening, let your thought go and refocus your attention to your body. Gradually let your focus move to different body parts — your legs, your hips, stomach, chest, hands, arms, and head until you have scanned your whole body.
- 2) Continue to practice mindfulness meditation by focusing on your body. Take note of how your mind tends to drift away. Whenever you notice this happening, just let the thought go and gently redirect your attention back to your body. Try not to engage in the content of the thoughts. This may take some trial and error but as you continue to practice, you'll get better.

If you have any pain or discomfort, just notice it, accept it, and continue scanning. Continue to scan each part of your body in this way until you have scanned your entire body.

4. Progressive Muscle Relaxation

Progressive Muscle Relaxation exercises will assist you whenever your muscles are tense and teach you how to return your muscles to a relaxed state.

- 1) Breathe as you do normally and let your body "just be". Take note of how your body feels from your toes to your head. Does any of your body feel tense, stiff, or achy?

- 2) Close your eyes and notice how your toes feel. Tightly curl your toes to the point where you feel tension, as if trying to squeeze a small ball between your toes and the ball of your feet. Hold this toe curl for 10 seconds. Release your curl and let your toes spread. Notice how your toes feel when they are free from tension.
- 3) Now repeat this cycle with the rest of your body parts starting with your calves and moving on up. Repeat with your hands, then arms, and then the muscles of your upper back and shoulders. Finally, tense and relax your neck and face.
- 4) After you complete tensing and relaxing each muscle in the body, breathe in through your nose and hold your breath for 5 seconds. Slowly and gently breathe out through your mouth. Open your eyes and notice how your muscles — your feet, calves, thighs, fists, arms, upper back, neck, and face — feel when relaxed.

5. Mindfulness Circle

Mindfulness practice is not just limited to focusing on your breath. You can do almost anything mindfully. Try practicing mindfulness with one of the activities below or one of your own. Be aware of your breath, senses, thoughts, and feelings as you perform the activity. Consider your posture, your mood, how quickly you move, what is going on around you, and your level of tension.

Try being mindful while doing these everyday actions:

- | | |
|---|--|
| <input type="checkbox"/> Washing hands | <input type="checkbox"/> Brushing your teeth |
| <input type="checkbox"/> Stopping at a red light | <input type="checkbox"/> Taking a shower |
| <input type="checkbox"/> Looking at a clock or your watch | <input type="checkbox"/> Dressing and undressing |
| <input type="checkbox"/> Washing dishes | <input type="checkbox"/> Walking |

4 OTHER WAYS TO MANAGE YOUR STRESS

Aligning Your Values

A common reason that many people experience stress is that they **lose sight of their core values**. Your core values are what really matters to you and your life. Spending time doing what is important to you can reduce stress and give you energy. In our [Adrenal Fatigue Recovery Package](#) we discuss in detail the importance of your beliefs, values and setting goals in life.

Changing Unhelpful Thoughts

Constant, **negative thoughts can contribute to stress** as well as create negative behaviors as a result. Mindfulness can help you be more aware of your unhelpful thought patterns so you can replace them with thoughts that support your goals. Read our article here on “How to stay positive in a negative world”:

<http://www.adrenalfatiguecoach.com/adrenal-fatigue-negativity-stay-positive-negative-world/>

Build Your Resilience

Resilience refers to a person’s ability to withstand and bounce back from difficult situations. Mindfulness helps to alleviate your stress, which in turn builds your resilience. Mindfulness enables you to take a step back and evaluate the situation from a place of “calm” and adapt to the present situation.

Positive coping behavior, such as mindfulness, involves doing things that **keep your body and mind healthy and strong**. Coping in healthy ways builds your resilience.

Other factors that build resilience:

- Getting enough rest and sleep
- Planning your days
- staying physically active
- eating healthy foods
- having supportive people in your life

Building your resilience helps you cope with stress in a healthier way. **Positive coping, or dealing with stress in a healthy way, leads to better decision making, figuring out safe ways to solve problems, and lowering your chances of developing health problems like high blood pressure and depression.** Positive coping even helps you deal better with physical and emotional pain, manage your weight, sleep better, and be calmer when in stressful situations, such as driving or being in crowded places.

Eating Healthy When Stressed

When we feel stressed, we tend to make poor food choices that as a result increase our stress levels even more. We can do things like skip meals or choose convenient unhealthy options like fast food and processed foods. Such choices are partly due to high levels of stress hormones, which cause us to crave fat and sugar.

Unfortunately, eating lots of junk food and sugar and skipping meals actually creates physical stress for our bodies that adds to our overall stress load. **When we choose to do the opposite of what we feel and choose healthier foods that are high in nutrients, our ability to handle stress improves because we've removed one source of physical stress from our lives.**

Check out these popular articles on our website that give a lot of background on (healthy) foods, sugar, caffeine and the impact on your health:

1. <http://www.adrenalfatiguecoach.com/adrenal-fatigue-diet/>
2. <http://www.adrenalfatiguecoach.com/low-glycemic-foods-a-smart-choice-for-good-health/>
3. <http://www.adrenalfatiguecoach.com/caffeine-stress-adrenal-fatigue/>

NOTES

MINDFULNESS HOMEWORK EXERCISES

Now here are a few exercises for you to experiment with mindfulness. Try to bring yourself fully into the present to experience each situation. Only do one of these experiments each week. One week you can try to bring mindful attention to pleasant events, and another week you can try to bring mindful attention to negative events and so forth.

Pleasant Event Report

- Be aware of one pleasant event or occurrence while it is happening at least once this week, paying attention to the sensations in the body, thoughts, and feelings.
- What was the experience?
- How did your body feel? In detail, describe the sensations you felt.
- What thoughts accompanied this event at the time?
- What emotions accompanied this event at the time?

Unpleasant Event Report

- Be aware of one unpleasant event or occurrence while it happens at least once this week. Pay attention to the physical sensations, thoughts, and feelings that arise at the time of the experience.
- What was the experience?
- How did your body feel? In detail, describe the sensations you felt.
- What thoughts accompanied this event at the time?
- What emotions accompanied this event at the time?

Pleasant Communication Report

- Record one pleasant communication event. Describe the communication.
- With whom? What subject?
- Were you aware of pleasant feelings during the communication?
- What did you really want from the person or situation? What did you actually get?
- What did the other person(s) want? What did they actually get?
- What thoughts accompanied this event at the time?
- What emotions accompanied this event at the time?

Unpleasant Communication Report

- Record one unpleasant communication event. Describe the communication.
- With whom? What subject?
- How did the difficulty arise?
- Were you aware of the unpleasant feelings during the communication?
- What did you really want from the person or situation? What did you actually get?
- What did the other person(s) want? What did they actually get?
- What thoughts accompanied this event at the time?
- What emotions accompanied this event at the time?

My Progress Report

Goal:

Date:

Days of the Week	Action Taken	Remarks <i>(How I felt, challenges, success)</i>
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

COPYRIGHT, LEGAL NOTICE AND DISCLAIMER

This publication is protected under the US Copyright Act of 1976 and all other applicable international, federal, state and local laws, and all rights are reserved, including resale rights: you are not allowed to give or sell this publication to anyone else. If you have received a pirated copy of this publication, please contact us immediately via e-mail and notify us of the situation.

This publication or any portion thereof may not be reproduced or used in any manner whatsoever without the express written permission of the publisher except for the use of brief quotations in a book review.

Please note that much of this publication is based on personal experience and anecdotal evidence. Although the author and publisher have made every reasonable attempt to achieve complete accuracy of the content in this guide, they assume no responsibility for errors or omissions. Also, you should use this information as you see fit, and at your own risk. Your particular situation may not be exactly suited to the examples illustrated here; in fact, it's likely that they won't be the same, and you should adjust your use of the information and recommendations accordingly.

Any trademarks, service marks, product names or named features are assumed to be the property of their respective owners, and are used only for reference. There is no implied endorsement if we use one of these terms.

The information contained in this publication is presented solely for general informational purposes so that you may learn more about the subject. Nothing contained in this publication is intended to constitute, nor should it be considered, medical advice or to serve as a substitute for the advice of a physician or other qualified health care provider. We make no assurances of the information being fit or suited to your medical needs, and disclaim any implications of any content or advertisement in our publication being fit as per the practice of medicine. Nothing contained in this publication is intended to give rise to, nor should it be considered as giving rise to, a doctor patient relationship.

The information provided in this publication should not be considered complete, nor should it be relied on to suggest a course of treatment for a particular individual, nor is it intended to refer you to a particular medical professional or health care provider. It should not be used in place of a visit to, consultation with or the advice of a physician or other qualified health care provider.

Information obtained in this publication is not exhaustive and does not cover all diseases, ailments or physical conditions or their treatment. Should you have any health care related questions, call or see your physician or other qualified health care provider promptly. You should never disregard medical advice or delay in seeking it because of something you have read in the publication.

Copyright © Adrenal Fatigue Coach. All rights reserved worldwide.