

## **SIMPLE IDEAS FOR REDUCING STRESS**

*(Editor's Note: The following has been adapted from an unknown source. In the business and professional world, stress is a reality that we all must live with. Deadlines, unmet goals, unexpected setbacks, computer problems, financial challenges, interpersonal conflicts and intense competition are just some of the factors that contribute to our daily stress. We all cope with stress differently, but here are some worthwhile suggestions you might want to consider.)*

Someone has wisely said, "Never borrow from the future. If you worry about what may happen tomorrow and it doesn't happen, you have worried in vain. Even if it does happen, you have to worry twice. Why waste your worrying until you need it?" To reduce worry and reduce stress, try the following:

1. **Pray.** Acknowledge your need for wisdom and guidance in your daily responsibilities.
2. **Go to bed on time.** When we are well-rested, our capacity for handling stress is greater.
3. **Get up on time so you can start the day unrushed.** There is such a thing as too much rest!
4. **Be willing to say no.** Decline projects that you cannot give adequate time and attention.
5. **Delegate tasks to capable others.** Just because a job needs to be done, it does not mean you are the one who must do it. Find the best person for the job.
6. **Simplify your life.** Too many things demanding attention inevitably cause stress.
7. **Less is more.** Although one is often not enough, two are often too many.
8. **Allow sufficient time for doing things and getting to places.** Overscheduling is another major stress producer. You can't be in two places at one time.
9. **Pace yourself.** Spread out big changes and challenging projects over time; do not take on too many difficult things at one time.
10. **Take one day at a time.** Do today's work today; let tomorrow's work wait until tomorrow.
11. **Distinguish worries from concerns.** If a situation is a concern, find out what God would have you do and release the anxiety. If you can't do anything about the situation, forget it.
12. **Live within your budget.** Do not spend money that you do not have or buy things you cannot afford.
13. **Have replacements.** Keep a duplicate car key in your wallet, a spare house key buried in the garden, and extras of other items you frequently need.
14. **Choose your words carefully.** This single piece of advice can prevent an enormous amount of trouble.
15. **Have fun.** Do something every day for the child in you.
16. **Nourish yourself spiritually.** Have a Bible readily available to read while waiting in line, or for a meeting.
17. **Eat properly.** Following a healthy diet will help keep you physically fit and provide needed energy.
18. **Get organized.** Find a proper place for everything so you will not have to hunt when you need them.
19. **Listen to audio tapes or CD's while driving.** Use time in your car productively to improve your quality of life.
20. **Write down thoughts and inspirations.** If you have a good idea, write it down. If you hear some helpful thoughts, record them so you will not forget them.
21. **Find time to be alone.** It is good having people around, but time alone enables us to recharge.
22. **Talk to God frequently.** Try to deal with small problems by praying about them. You do not have to wait for a specified time and place to pray.
23. **Make friends with people that share your values.** We all need encouragement in living up to the truths we hold dear in our lives.
24. **Keep favorite Bible verses readily available.** Having cherished Scripture passages written down on a piece of paper or a card can serve as a helpful reminder in stressful times.
25. **Laugh.** Everyday life can be disheartening. Take time to laugh. Maximize light-hearted moments.
26. **Have a personal exercise routine.** Physical exertion is an excellent stress reducer.
27. **Develop a forgiving attitude.** Bitterness is poisonous. Remember, most people are doing the best they can.
28. **Be kind to unkind people.** They probably need kindness the most.
29. **Talk less; listen more.** Be receptive to what others have to say; you might learn something useful.

