Maintain a positive attitude and manage stress for improved performance in the workplace

Managing4Success: Stress and Motivation is a highly interactive workshop that will teach you proven techniques to help you successfully manage stress, improve motivation and reach your peak performance in the workplace. Stress is a fact of life that can not be avoided. Both stress and un-motivating factors can have a detrimental effect on success. When you recognize the causes, you can turn them into positive situations and create a more dynamic, loyal and energized workplace with greater efficiency and productivity.

**Course Outline**

### Stress and Motivation Fundamentals
- What is Stress?
- Understanding Motivation & Enthusiasm
- The cause and effect of Stress
- Positive Mental Attitude (PMA)
- Un-motivating Factors

### Positive Mental Attitude
- Developing the right attitude
- Accentuate the Positive
- Overcoming Challenges
- Creating Desire
- The Power of Visualization
- Optimism & Motivation
- Finding your Passion

### Responding to Stress
- Stress Inventory
- Fight or Flight
- Lifestyle Changes
- Physical, Mental, and Emotional

### The Motivation Process
- Motivation Process to Succeed
- Plan
- Identify
- Implement
- Evaluate
- Commitment
- Peak Performance

### Managing Stress
- Stress Charting
- Relationships
- Communication
- Perceptions
- Stages of Stress
- Realistic Expectations
- Necessary Stress
- Change Stressors
- Stress Management Techniques
- Overcoming Procrastination
- Time Management Tools

### Managing Conflict
- Effective Teams
- Phases of Team Building
- Defining and Recognizing Conflict
- Conflict Response Strategies
- Resolving Conflict
- Dealing with Difficult People
- Assertiveness

### Continuous Personal Development
- Motivation and Stress Resources
- Motivation and Stress Tools
- Satori Moments
- 21-Day Habits
- Personal Commitments
- Recommended Reading

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**What You Will Learn**
- Recognize that stress is a positive, unavoidable part of life
- Understand the importance and effects of motivation in the workplace
- Learn proven techniques for coping with and overcoming stress
- Recognize the positive and negative stress in your life
- Develop your confidence and self-esteem
- Learn the effects that stress has on your performance
- Develop techniques to help manage stress right now
- Overcome the rationalization of ANTs
- Recognize your roadblocks and discover your peak performance
- Understand the study of stress and its impact on your life
- Learn better time management skills for increased efficiency
- Identify the un-motivating components in your life
- Learn how to deal with change and conflict

**Who Should Attend**
- Professionals who want to improve their stress management techniques
- Managers & Supervisors
- Individual Contributors
- Anyone who wants to gain or maintain motivation and PMA
- Unmotivated Individuals or Teams

**Course Duration**
- 8 hours