

COPING WITH YOUR STRESSES AND ANXIETIES IN THE BUSINESS WORLD

By Stanley Popovich

Everybody deals with anxieties and stresses in the business world, however sometimes our anxieties can get the best of us. As a result, here is a list of techniques that a person can use to help manage their daily stresses and anxieties at their job and/or in the business world.

Sometimes, we get stressed when everything happens all at once. When this happens, a person should take a deep breathe and try to find something to do for a few minutes to get their mind off of the problem. A person could take a walk, listen to some music, read the newspaper or do an activity that will give them a fresh perspective on things.

When facing a current or upcoming task at your job or business that overwhelms you with a lot of anxiety, divide the task into a series of smaller steps and then complete each of the smaller tasks one at a time. Completing these smaller tasks will make the stress more manageable and increases your chances of success.

Challenge your negative thinking with positive statements and realistic thinking. When encountering thoughts that make your fearful or depressed, challenge those thoughts by asking yourself questions that will maintain objectivity and common sense. For example, you are afraid that if you do not get that job promotion then you will be stuck at your job forever. This depresses you, however your thinking in this situation is unrealistic. The fact of the matter is that there all are kinds of jobs available and just because you don't get this job promotion doesn't mean that you will never get one. In addition, people change jobs all the time, and you always have that option of going elsewhere if you are unhappy at your present location.

Remember that no one can predict the future with one hundred percent certainty. Even if the thing that you feared does happen there are circumstances and factors that you can't predict which can be used to your advantage. For instance, let's say at your place of work that you miss the deadline for a project you have been working on for the last few months. Everything you feared is coming true. Suddenly, your boss comes to your office and tells you that the deadline is extended and that he forgot to tell you the day before. This unknown factor changes everything. Remember: we may be ninety-nine percent correct in predicting the future, but all it takes is for that one percent to make a world of difference.

In dealing with your anxieties at your job, learn to take it one day at a time. While the consequences of a particular fear may seem real, there are usually other factors that cannot be anticipated and can affect the results of any situation. Get all of the facts of the situation and use them to your advantage.

Our anxieties and stresses can be difficult to manage at our place of work and in the business world. The more control you have over your stresses and anxieties, the better off you will be in the long run at your job and other business endeavors.

Dealing With The Anxieties And Stresses Of Managing Your Own Business

By Stanley Popovich

Owning a small or large business can cause a lot of stress and anxiety. Many business owners have to deal with a lot of stress and anxiety nowadays. It can be tough to own your own business and to be successful in what you do. As a result, here are some suggestions on how you can reduce the stresses of owning your own business.

The first step is to develop a budget and do not spend more than what you make. Also learn to reduce your expenses when you can. Learn to pay your bills on a regular basis so your customers will not be bothering you later on about getting paid.

Learn to manage your responsibilities by assigning certain tasks to others. If you do not have time to do the accounting, then let your assistant do it. You are only one person and can only do so much in a given day. Do what is most important and delegate the rest.

Talk with your customers and employees on a regular basis. Find out what is on their minds. Ask for any suggestions on how to improve business productivity and morale. Communicating with your workers and clients will help prevent future problems and conflicts.

Most importantly, develop a business plan and follow it. Being organized and goal oriented is very important in managing a business. Following a plan or set of goals will prevent you from a lot of stress and anxiety. It is much easier to do something when you have some kind of plan.

Learn to take it one day at a time. Instead of worrying about how you will get through the rest of the week or coming month, try to focus on today. Each day can provide us with different opportunities to learn new things and that includes learning how to deal with your business problems. When the time comes, hopefully you will have learned the skills to deal with your situation.

Be smart in how you deal with your business problems. Do not try to tackle everything all at once. When facing a current or upcoming task that overwhelms you with a lot of anxiety, break the task into a series of smaller steps. Completing these smaller tasks one at a time will make the stress more manageable and increases your chances of success.

Managing a business can be stressful, but the key is knowing how to manage your anxieties. There is a right and wrong way in managing a business. Continue to learn effective techniques in managing your business and improve your bottom line. This will go a long way in getting rid of your stresses and other business problems.

How To Balance A Family, Your Business, And Your Stresses

By Stanley Popovich

It can be difficult for adults to have to take care of their families and manage their business. This can cause a lot of stress and anxiety. As a result, here are a few steps in how to do take care of your family and your business without getting stressed.

Try to set goals for yourself when you manage your family or business. When you go to work each day, try to set some goals for you to accomplish. For instance, let's say your goal for today is to finish the report that you need. At the end of the day, you will feel better about yourself knowing that you were able to finish that report. When you accomplish these smaller goals, you will feel happier, more confident, and less stressed.

Delegate part of your responsibilities. When taking care of the family, get your spouse to help out. If your kids are older, get them to assist you. If you are at work, only take on what you can handle. Don't try to do everything all at once. Learn to delegate and work with other people.

If you try to do everything, you will get stressed and anxious. A person can only do so much in a given day. Do not be a hero. Learn to manage your responsibilities. If you feel like your doing too much, then take a break and evaluate your situation.

Try to do things in terms of their importance. Let's say that you have to clean the house, go to the supermarket, and finish a business report. Determine what needs done right now and do those particular tasks in order of importance.

Managing your family and business does not have to very stressful. Learn to budget your time and manage your tasks. Eventually, you will be able to balance your business and family. If you still have trouble, then talk to a professional who can give you additional advice.

MANAGING THE FEAR OF FINDING ANOTHER JOB

By: Stanley Popovich

Layoffs in today's business world are common and with it comes the fear and anxiety of finding another job. With this in mind, here is a list of techniques that a person can use to help manage their stresses and anxieties in finding a new job.

A technique that can be used to reduce the stress of finding another job is to divide the task into a series of smaller steps and then complete each of the smaller tasks one at a time. For instance, the first thing you should do is to determine what kind of job you want. Once you know what you are looking for, the next step is to update and prepare your resume. Once that is finished, you should then concentrate on finding the companies that interest you and send your resume to them. Once you submit your resume, the next step is to prepare for the job interview. By completing these smaller tasks, you will reduce your stress and anxiety and increase your chances of finding another job.

Sometimes we may get depressed during our job search. Another technique that is very helpful is to have a small notebook of positive statements that make us feel good. Whenever you come across an affirmation that makes you feel good, write it down in a small notebook that you can carry around with you in your pocket. Whenever you feel depressed, open up your small notebook and read those statements.

In addition, it also helps to write down a list of things you are thankful for in this world. For instance: good health, a good marriage, lots of friends, being smart and resourceful, and a good education are things that any person can be thankful for. Whenever you get discouraged in finding another job, take out your list and focus on the things that make you happy. This technique will make you feel better and give you more encouragement to continue with the job search.

Sometimes, we may be nervous doing a certain task that may be scary. When this happens, visualize yourself doing the task in your mind. For instance, you have an interview in a few days. Before the big day comes, imagine yourself that you're in the interview. Imagine that you are talking to the manager about your qualifications. By practicing the interview using your mind, you will be better prepared to perform for real when the time comes. Self-Visualization is a great way to reduce the fear and stress of a coming situation.

Finding a new job can be tough, however remember to take it one day at a time. While the consequences of a particular fear may seem real, there are usually other factors that cannot be anticipated and can affect the results of any situation. Focus on the present and do your best each day. Next week will take care of its self.

Our anxieties and stresses can be difficult to manage when finding a new job. Managing your stress during a job search takes practice. Be patient and in time you will become better in dealing with your anxieties.

BIOGRAPHY:

Stan Popovich is the author of "A Layman's Guide to Managing Fear Using Psychology, Christianity and Non Resistant Methods" - an easy to read book that presents a general overview of techniques that are effective in managing persistent fears and anxieties. For additional information go to: <http://www.managingfear.com/>