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**Stress, Time Management,
and Resilience**

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Goals for Today's Presentation



1. Identify 3 stressors affecting college students.
2. Identify 3 stressors affecting female/minority physics students.
3. List specific time management skills.
4. Identify 3 ways to increase your resilience.



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What is *STRESS* ?

A universal, bodily response to a stressor:

- Mental or emotional strain or tension
- Can have physical, emotional, and cognitive effects
- Stressor is a agent, environmental condition, external stimulus or event that causes stress



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Stressors Can Be

- Acute or chronic
- Positive:
 - *energize us into action
 - *increase competence, self esteem
 - *increase resilience
- Negative: type, intensity, duration
 - *Anxiety
 - *Health problems

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STRESS CURVE

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Physical Effects of STRESS

Increase in the stress hormones epinephrine & cortisone that chronically can lead to:

- Anxiety
- Appetite changes
- Sleep problems
- Decreased concentration
- Fatigue
- Depression
- Decreased immune function; other health problems

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Common **STRESSORS** faced by College Students

- School and academics
- Being away from home, homesickness (grief)
- Adjusting to a new culture
- Relationships (family, friends, romantic)
- Career/major indecision
- Health concerns
- Clubs and organizations
- Travel
- Work
- The weather
- \$\$\$



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Additional **STRESSORS** Faced by Women & Minorities in Physics

- Stereotyping
- Less encouragement and support
- Discrimination: gender, racial, ethnic, LGBTQ
- Fewer role models
- Fewer peers for support
- Family obligations



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Stress Management

For optimum performance:

- Take regular breaks
- Eat regularly and well
- Stay well hydrated
- Regular sleep
- Relaxation: socializing; meditation/yoga; music; Your personal favorite



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For Optimum Concentration

- Exercise regularly
- Avoid marijuana and Rx stimulants
- Avoid excessive caffeine and energy drinks
- Moderate alcohol use
- Focus on one thing at a time and then consciously transition to a different task.
- 15 minute rule if unproductive



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Time Management is Part of Stress Management!

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- Using one's time effectively or productively
- Taking conscious control over the amount of time spent on specific activities,
- Increasing effectiveness, efficiency or productivity

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Five Skills for Effective Time Management



1. Changing the way you think about time.
2. Analyzing and Reviewing your spent time.
3. Effective Scheduling of your time.
4. Prioritizing
5. Keeping your concentration and focus at your work

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1. Change the way you view time!

Time is an Asset! You get to CHOOSE how to spend it!!!

Begin to think of time as you do money



- limited supply
- requires budgeting

You have the power to prioritize what is important to you!

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2. Analyzing and Reviewing your spent time.

Use a time tracking tool

- After you complete a task, go back and block off the time that you spent on that task.
- Use the log for several days to a week until you have been able to create a meaningful set of data to work with.
- Look for patterns of distraction that you're dealing with and many be able to eliminate them from your day altogether

• Tools:

- Academic Success Time Budget Sheet
- Time Log Worksheet
- Many more...



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3a. Effective Scheduling of your time

Long-Term Planning: Beginning of each Semester

- Keep track of due dates, exams & assignments
- Plan ahead for busy times of the semester
- Aids in juggling academic & personal commitments
- Include information from all of your courses, as well as busy weekends and other life commitments.
- Work backwards: Look at big projects and events and create sub-goals, smaller deadlines, and other manageable milestones to break up the project.
- Tool: Term at a Glance Calendar

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3b. Effective Scheduling of your time

Weekly Planner:

- Put essential and non-flexible commitments in first
- Study Time – allow 2–3 hours of study per credit hour
 - Plan on tackling your most demanding assignments/subjects when you study best. Schedule easy tasks for “brain dead” periods.
 - Schedule study breaks!
- Need to prioritize
- Schedule time for fun & relaxation, exercise
- Leave room for flexibility
- Look at your planner frequently and update throughout the week!
- If it isn't working – revise it!

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4. Prioritizing

	Urgent	Not Urgent
Important	I ACTIVITIES: Crisis Pressing problems Deadline-driven projects	II ACTIVITIES: Prevention Relationship building Recognizing new opportunities Planning, recreation
Not Important	III ACTIVITIES: Interruptions, some calls Some mail, some reports Some meetings Proximate, Pressing matters Popular activities	IV ACTIVITIES: Trivia, busy work Some mail Some phone calls Time wasters Pleasant activities

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5. Stay Focused!

- Have a plan. Set goals. These can keep you organized and help you stay committed to completing your tasks.
- Find motivation. Think of 1-2 good reasons for getting tasks done early, and write those reasons down.
- Get clear on where and when you work best
- Learn to say "no" when distractions arise.
- Divide large tasks or projects into small, manageable pieces.
- Cross things off your list. When you're finished with something, cross it off your list!
- Use small periods of time effectively

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RESILIENCE!




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RESILIENCE: The Ability to Bounce Back



TIPS:

- Stick to core beliefs
- Find meaning in what ever happened
- Stay positive
- Take cues from resilient persons
- Face the scary
- Tune into the present:
Mindfulness / Meditation
- Exercise: do what *you* really like

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RESILIENCE, more TIPS:

- Learn new things
- Expose yourself to new situations
- Recognize what makes you Unique and Strong
- Reach out for academic support ASAP
- Reach out for peer support ASAP
- Don't beat up on yourself or dwell in past

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RESILIENCE, even more TIPS:

- Self Care: back to the basics:
 - *Regular schedule
 - *Eat well
 - *Get enough sleep
 - *Limit caffeine, alcohol
 - *Avoid drugs, Rx stimulant abuse

Get medical, counseling, coaching or disability assistance when needed.

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RESOURCES

Apps:

- Self Control: block out distracting websites for a set amount of time
- TrackTime: audit how you're spending time on your computer
- FocusBooster: focus on a single tasks for 25 minutes at a time
- StayFocusd: limit how much time you spend on "time-wasting" sites
- Habitica (Habit rpg): gamifies setting new habits
- Any Do: help with tasks

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OSU Counseling and Consultation Service
free phone app, osu ccs
www.ccs.osu.edu

Meditation
You Tube: Meditation

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Counseling and Consultation Service
Website: www.ccs.osu.edu
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Services

- Individual Counseling
- Group Counseling
- Daily Drop in Workshops
- Psychiatry
- Urgent Appointments

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Questions and/or Comments?
