



Take control

Keep work-related stress in check

Whether you're dealing with demanding customers, chatty coworkers or your never-ending to-do list, you don't have to let work-related stress get the best of you.

Although you can't always avoid the stressors, how you handle them can make all the difference for you and your well-being.



Take steps to manage and prevent stress, no matter where you work.

Keep calm and thrive on



SET BOUNDARIES

Learn to say “no,” and don’t overcommit. Stop your work at a set time each day.



STAY ORGANIZED

Make a list of your projects and deadlines. Prioritize what’s most important or urgent.



GET SUPPORT

You don’t have to do everything yourself. Ask for help when you need it.



LIMIT DISTRACTIONS

Block time on your calendar so you can work undisturbed.



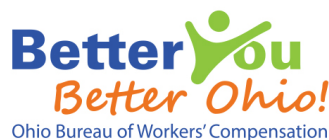
CONTROL WHAT YOU CAN

Many things, especially other people’s behaviors, are beyond our control. Rather than stress out, focus on the best way to react.



TAKE CARE

Eat well, exercise regularly and make sure you take time to relax and recharge.



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