



EFFECTIVE STRESS MANAGEMENT

Muscat, Oman; 11th –12th October 2010

WHY NEEDED

By analysing your own response to pressure, this workshop shows you how to focus your energies for positive results. You will learn about the factors that hinder productivity and discover ways of reducing them in yourself and in others. The workshop also allows you to develop Action Plans for living a healthier lifestyle and for reducing stress when situations are intense.

WHAT IS ACCOMPLISHED

As a result of attending this programme individuals will be better able to:

- Appreciate what stress is, and recognise that stress management reflects a positive attitude to life;
- Identify what their own sources of pressure are, and realise that expectations and beliefs can affect these;
- Recognize the importance of feeling in control;
- Develop skills;
- Understand the patterns of response exhibited by themselves and others when performing under pressure and how these responses can sometimes be detrimental to peak performance;
- Build a foundation upon which to make healthier lifestyle choices.

WORKSHOP DETAILS

- Duration: Two Days, 11th – 12th October 2010, 8:30am – 4:30pm;
- Fees: RO 675 (including workshop materials, lunch & breaks at the venue);
- Venue: Muscat, Oman;
- Presenter: Christina O' Neill, PeopleAchieve.

Please contact us for further information or click [here](#) to register
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CONTENTS

DAY ONE

- 8:30- 9:30 Stress - What is it?**
Understanding its nature - Positive and negative stress
We all need stress - Using stress positively
Managing it within ourselves and the organisation
Problems with unmanaged stress, and the great damage done - the No.1 killer
- 9:30 – 10:30 Awareness – Personal and Organisational**
How to become aware of stress - Monitoring the symptoms
Personal questionnaire on stress symptoms
The quickest way to beating negative stress
90% of the solution
What creates stress for the individual and within the organisation
What builds Tolerance for Stress
- 10:30 -10:45 Coffee Break**
- 10:45- 13:00 Manage Your Thoughts**
How your thoughts impact behaviour and stress
Common thinking errors
Manage your thoughts to minimise stress
Recognise negative self talk and deal with it
Thought patterns are a habit
- 13:00 – 14:00 Lunch**
- 14:00 – 14:30 Manage Your Lifestyle**
Healthy Habits - Sleep, Nutrition, Exercise
- 14:30- 15:30 See the big picture**
Why we need goals
How goals help us overcome stress
How to set goals
- 15:30- 15:45 Coffee Break**
- 15:45-16:30 Your Big Picture**
Design of personal mission - exercise

DAY TWO

8:30- 9:30 Personality

How personality impacts the level of stress
What personality type are you?
What you can do to minimise impact on well-being

9:30-10:30 Methods for taking Control

What can you directly influence
Use Networks of Support
Accept what cannot be changed
Exercise

10:30- 10:45 Coffee Break

10:45- 13:00 Communicating in stressful situations

Stress can push people to aggression or into a passive stance
Speak up effectively to reduce stress, listen carefully to reduce conflict
A toolbox to communicate needs, opinions feelings and differences
Role play using the techniques of the toolbox

13:00- 14:00 Lunch

14:00-15:00 Methods for Reducing stress

What we can practically do in our day to day life, in our work environment
Reducing stress before a stressful situation
Reducing stress during a stressful situation
Methods for releasing stress after a stressful situation

15:00- 15:45 Manage Stress by taking control of your time

To-Do lists
The 4-types of tasks
Defining *important tasks* and *Urgent tasks*
The important vs urgent model by (Stephen Covey)
Deciding the priority of each task
Which should we do first

15:45- 16:00 Coffee Break

16:00- 16:45 Create your TV Show

The final team exercise that aims at helping participants incorporate what was learned in the two day programme. The teams are asked to develop either: a documentary, an interview, a cooking show, video clip of a song, an exercise show etc that shows the viewer how to manage stress, set priorities in life and have a healthy balance between work and home.

It has to be so attractive that the TV viewer, while zapping, has to stop and view the show!

THE COMPANY

PeopleAchieve

Maximising Human Capital

their people to achieve the maximum value of their Human Capital.

Organisations are struggling to find new ways to achieve strategic advantage in an increasingly competitive economic environment. Often, they are finding that the only sustainable source of competitive advantage is to unleash the power of

Ultimately an organisation's ability to survive, grow and develop depends on its continually making the best use of its people. With TMI we have been offering world-class workshops and seminars for many years and will continue to offer outstanding seminars in Cyprus.

PeopleAchieve, a new company has been launched to cover areas outside TMI and also focus in the Middle East in the following seven areas where people need to excel in:

- Attitude, Culture & Values
- Competencies & Skills
- Highest Reputation and Trust
- Innovative Knowledge
- Effective Relationships
- Visionary Leadership & Communication
- Enhanced Processes & Systems

These are sources of competitive advantage that cannot be matched by the competitors. These add value to the assets balance sheet and share-holdings and are seen as critical intangible assets.

Both PeopleAchieve and TMI Cyprus are members of the Peter Andreou Group which has 15 years experience of helping organisations, teams and people achieve their full potential. With powerful consultancy processes, seminars and a range of tools, we have a track record of helping clients achieve success in their choice of language whether Greek or English.

The quality of our work, unique approach and outstanding reputation attracts some of the most dynamic and ambitious organisations, to work with us. We are proud to have leading multi-nationals throughout the Gulf region, Europe and Cyprus as our clients.

A total of over 25,000 people in over 250 in-house client organisations in 15 countries have attended our seminars.

We combine our resources of leading edge and innovative consultancy tools with the experience of our hand-picked facilitators, coaches and trainers, to deliver practical results to our clients - results that promote profit and balance sheet growth and solve today's real challenges. In doing so, we tap into the hidden potential and commitment of our clients' human capital to achieve outstanding measurable results.

In addition to Consultancy and In-house Processes, PeopleAchieve and TMI Cyprus offer prescheduled Public/Open workshops, in the Gulf region and Cyprus, ideally suited for the development of individuals and small teams.

THE PRESENTER

Christina O'Neill

Born and bred in Cyprus, Christina lived in Cyprus and the U.K

Christina is a lively and enthusiastic trainer, whose presentations are characterised by their clarity, humour, their numerous examples drawn from her business as well as personal experience.

She graduated from Lancaster University with a B.Sc. (Hons) degree in Marketing. During that time, she became involved in a Market Research project for the National Health Service Authority in Liverpool. In 1993 she completed a Master's degree in organisational Analysis and Behaviour where she looked at the human aspect of the organisation in the change process.

Her work experience includes working as a lecturer for two years at P.A College and KES College. She taught courses in Human Resource Management, Marketing Management Advertising, and also supervised three large successful projects, two in the area of Market Research and one in the area of Human Resource Management.

Christina joined PeopleAchieve in 1996 and has spent six months preparing the presentation of PeopleAchieve programmes.

She specialises in customer service processes and culture change processes particularly in the area of dealing with customer complaints (policies, procedures, attitude and behaviour). She is also a specialist in organisational communication, managing relationships and people within the organisation. She is a facilitator in resolving problems, generating ideas and innovative thinking skills in a variety of organisations.

Through consultancy she provides solutions to business for enhancing human effectiveness.

She has been involved in projects in a number of multi-national companies including: Reuters, NCR, Lombard Natwest Bank, The Federal Bank of the Middle East, Grome Mesma, Inchcape, TNT Express Worldwide, Le Meridien, Libra Group of Companies, Toyota, A.C.Nielsen Amer, Woolworth Group, Cyprus Oils Refinery, Multichoice, Toyota, Coca-Cola, Marks & Spencer and Nest Investment.

Her experience also includes being a guest speaker in conferences in Cyprus, Dubai and Denmark.

She moved to London where she became involved in the set up and operation of cafes in Central London which was a family owned business.

This gave her extensive experience in the catering business as well as its setting up:

- Helped in the set up of a new café/restaurant in Central London (recruitment and selection, created stock control system, wastage control, cost and supplier control).
- Supervised Employees
- Responsible for the implementation of the organisational disciplinary procedures

Having moved back to Cyprus, Christina re-joined the Peter Andreou Group in 2005, as a Programme Director.