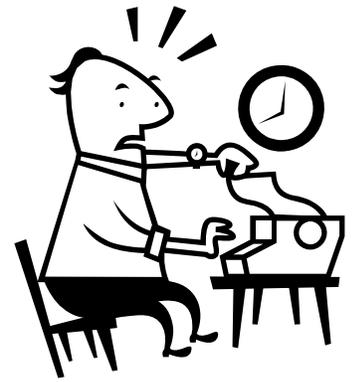


How Safe is Work?



Accidents and injuries rise when employees are stressed

- Lack of concentration
- Lack of personal responsibility
- Carelessness
- Poor response to stress
- We can improve our chances of working stress free by:
- Positive choice making
- Shift in attitude
- Relaxation exercises

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- Shift in attitude
- Relaxation exercises
- Change the way you approach your daily tasks responsibilities and attitudes toward life

First Step: Personal Assessment

- Do you love your work?
- Do you have as much fun at work as you do at home?

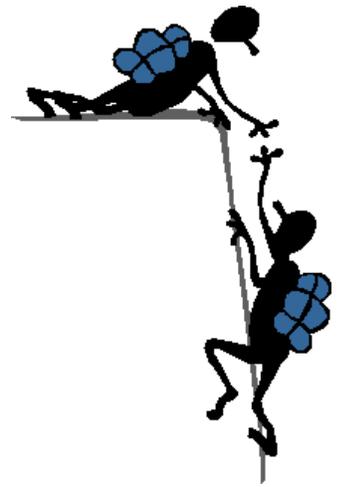
Change the way you approach your daily tasks responsibilities and attitudes toward life.

Work takes up entirely too many of our waking hours for us to let it be a drudgery. In order that people may be happy in their work three things are needed:

- They must be fit for it.
- They must not do too much of it.
- They must have a sense of success in it.

So, if you hate your job.....

- If you go to a job you despise, filled with things you hate to do, populated with people you don't like, find another job.
- Either change your job or change your attitude about the job.
- You may say, "I can't afford to be without this job." If you're hopelessly mired in disliking the job, you can't afford to keep it.
- If you have an illness, regaining your health is Job #1.



What You Do Strengthens You

- A strong mental attitude is built the same way physical strength is gained -- by repetition.
- You may have a habit of negative thinking, built over years of repeating negative thoughts.
- Focusing on the positive may not be as strong yet; the way to make it strong is to exercise it.
- Decide what you want to become stronger in. Become strong by doing it.

Commitments

If you want to be happy, keep all of your commitments--and don't expect other people to keep any of theirs. Suggestions to help you keep your commitments:

- Don't make commitments you're not sure you can keep.
- Only make commitments that are important to you.
- Learn to say no.
- Communicate.
- Write down your commitments with others.
- Write down commitments with yourself.
- Declare things finished.
- Forgive yourself.
- Let it go.

You Can Have *Anything* You Want--You Just Can't Have *Everything* You Want

TEN TIPS TO TERMINATE TENSION

- Avoid small annoyances
- Exercise – get plenty of it
- Sense of humor – laughing is great exercise
- Relax
- Share your problems
- Don't make too many lifestyle changes at once
- Reduce alcohol, sugar, and caffeine in your life
- Sleep – get adequate rest
- Priorities – decide what's important in your life
- Cooperate

“Even if you're on the right track, you'll get run over if you just sit there.”

Will Rogers