

## Training Workshop – Module Overview

Innesskirk's innovative "Stress Management and Analysis" workshop is an intensive program focusing on managing stress to maximize performance. The workshop addresses key management and leadership skills with clear, practical guidelines every step of the way.

An important part of this workshop is an individual analysis of stress effects through the Stress Processing Report. This extensive analysis looks at the effect stress has on one's self, others, processes and goals.

Tutorial sessions, real-world case studies, practical exercises, presentations and syndicate work make this an action-packed, hands-on course.

## Workshop Objectives – Delegates Will Be Able To...

- Understand causes and effects of stress
- Recognize how stress affects them individually and how it can affect others around them
- Improve physical health and feelings of well-being, while increasing satisfaction with work and self
- Deliver higher levels of productivity as they reduce their stress levels and complete tasks more efficiently
- Enhance the quality of work relationships by learning to cooperate and communicate more effectively
- Be more receptive to change and the ability to recover quickly from minor setbacks

## Post Workshop – IMPACT™ Program

**IMPACT™ Project** – Delegates identify a work-related project during the last hour of the training that will be used as a measurable indicator of successful application and implementation of the training content.

**IMPACT™ Coaching** – The delegates participate in custom-designed coaching sessions to facilitate the completion of their **IMPACT™ Project**. Delegates document the project's life cycle and all related issues in the provided coaching booklet.

## Workshop Agenda – Day One

### WELCOME

#### Introduction And Course Objectives

Agenda begins with the introduction of course, material, and methodology and pedagogy. Instructor leads introduction of delegates through an icebreaker activity.

#### Stress In The Workplace - Cause And Effects

Delegates review sources and effects of stress both, positive and negative in nature. They also learn to recognize and evaluate stress in themselves and others.

#### Stress Processing Report – Self Analysis

The SPR is a unique self-assessment that measures how well individuals deal with the stress they face at work, home and in everyday life. SPR identifies the current thinking styles used to cope with stress and identifies those styles that may be limiting personal effectiveness and elevating stress levels.

#### Understanding The Stress Profile – Self

Delegates analyze the results of the SPR against their personal belief systems and self-perception, including: evaluating self-image, past-view, control, approval, growth, effectiveness ratings and influencing how individuals cope with stress.

#### Understanding The Stress Profile – Others

Stress levels are affected by how individuals perceive their relationships with others. This segment of the workshop concentrates on evaluating inclusion, interpersonal, intimacy and trust ratings.

### LUNCH

#### Understanding the Stress Profile – Process

Understanding how individuals think about and perform tasks adds to or detracts from feelings of stress. Here, attendees will spend time determining receptiveness, synergy, cooperation, time orientation and time utilization ratings.

#### Understanding the Stress Profile – Goals

What individuals choose to do and their attitude toward accomplishments have an impact on their stress levels. Time is devoted to evaluating satisfaction, directedness, expectations and future view ratings.

### CLOSING

Review the main points of interest covered during the day and prepare for practical application of stress reducing techniques during Day Two.



## Workshop Agenda – Day Two

### WELCOME

#### **Reducing Stress Levels And Increasing Effectiveness**

How to use yesterday's SPR and individual evaluations to increase personal effectiveness and reduce stress levels.

#### **Changing Behavior – Making It Stick**

Discussions surround how to make behavior change stick. Good intentions are often not enough. Delegates review a strategy to successfully implement behavior changes.

#### **Proactive Behavior and Techniques To Reduce Stress**

Other ways to reduce stress include practicing a pro-active rather than re-active approach. Techniques in line with a proactive approach will be explored.

### LUNCH

#### **Keeping Track - Post Test Progress Measurements**

This segment includes how to measure and keep track of progress, as well as techniques to use the SPR post-test to measure improvements and progress.

#### **Dealing With Different Cultures**

Understanding others, cultures and personalities is necessary to reducing stress, especially in the current global society, different cultures and personalities affect the way we relate to others.

#### **Putting It All Together, Your Stress Management Plan**

Delegates discuss effective methods in to use the SPR and individual evaluations to create a solid Stress Management Plan. They will gain a greater understanding as to what to work on personally and how to approach their plan to reduce stress.

#### **Identification Of IMPACT™ Project**

Delegates are assigned to groups and asked to identify a project which will require the use of the new knowledge and information received during the workshop. This will allow the delegates to transfer the new knowledge into skills and effective work habits.

### CLOSING

Review the main points of interest for the course, deliver course administration like evaluation, action plan, certificates.

## Do You Have Specific Requirements?

### **Tailoring For In-Company Delivery**

We can run this workshop as a one, two or three day event. We can also adapt the content to meet your specific training objectives.

For more information about our In-Company specialized workshop services, email us at [info@innesskirk.com](mailto:info@innesskirk.com) to discuss your specific requirements further.



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