

Teap.

Everyone deserves a little couch-time.



Quarterly Leadership Series

**Stress Less: Practical Tools for Managing Everyday
Stress**

Presented by
Douglas E. Noll, JD, MA

ABOUT THE PRESENTER

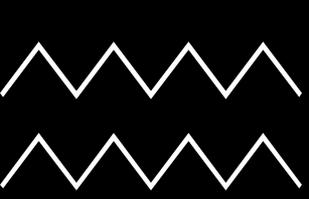
**Douglas E. Noll, JD,
MA**

- Lawyer and Peacemaker
- Author and Professor
- Internationally-Recognized Mediator
- Mobius Executive Leadership
- California Lawyer of the Year
- Best Lawyer In America Lawyer of the Year
- Co-Founder, Prison of Peace Project
- Encore Fellow since 2014



Stress Less: Practical Tools for Managing Everyday Stress





Objectives



- Recognize how everyday stress shows up in the body and mind



- Understand the link between stress and poor time management



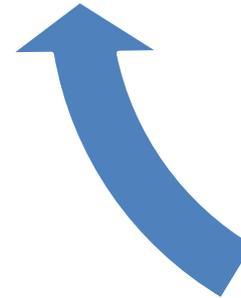
- Apply practical tools to reset, reorganize, and reduce stress

What Is Stress, Really?

- Chronic stress leads to burnout, mistakes, and fatigue



- Natural response to internal or external pressure



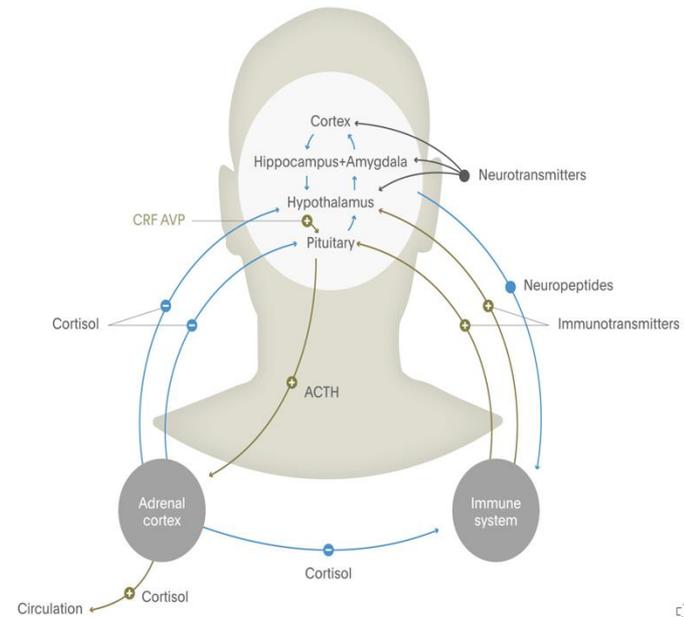
- Can be helpful or harmful



Emotional
Awareness as a
Stress
Management
Tool

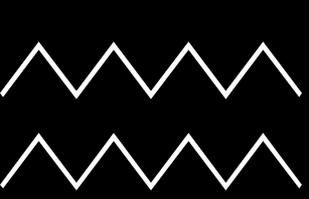


Emotions influence stress via the amygdala and HPA axis.





Self-awareness
strengthens the
prefrontal
cortex and
improves stress
regulation.



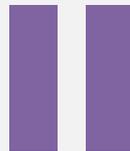
Techniques



Affect Labeling: Name the emotion to reduce reactivity.



Mood Journaling: Track your daily emotions.



Mindful Check-ins: Pause 3x/day to identify emotional and physical states



Mini-Reflection



- What are your top 2 recurring stress triggers?



- Where do you feel stress in your body?



- Which emotions show up most often?



Bonus:



- Recall a recent reactive moment. What could you do differently next time?

Time Management – The Hidden Stressor



Science: Task-switching reduces productivity and increases stress

$$E + V = Z$$

$$i\hbar \frac{\partial}{\partial t} \psi = \hat{H} \psi$$

$$\phi(x) = \frac{1}{\sqrt{2\pi\sigma}} e^{-\frac{(x-\mu)^2}{2\sigma^2}}$$

$$E = mc^2$$

$$ds \geq 0$$

$$\frac{\partial^2 u}{\partial t^2} = c^2 \frac{\partial^2 u}{\partial x^2}$$

$$\frac{df}{dt} = \lim_{h \rightarrow 0} \frac{f(t+h) - f(t)}{h}$$



Planning Fallacy: We underestimate how long tasks take.



Stress- Inducing Habits:



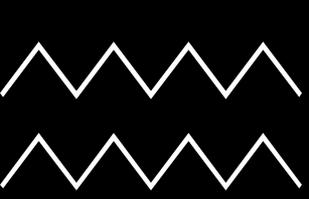
- No buffer time
between meetings



- Letting others set
your priorities



- Using
email/Slack as to-
do lists



Tools:



- Pomodoro
Technique: 25-min
work, 5-min break



- Energy Mapping:
Align tasks with
your peak focus
times



Poll #1 –
What's
your most
common
time
stressor?



- Too many meetings

- No breaks

- Constant interruptions

- Procrastination

- Underestimating time
needs

Case Study – Alex's Workday

Scenario:

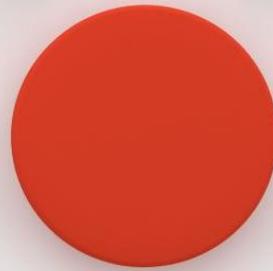
Alex skips lunch, multitasks through meetings, and ends the day frazzled and behind.

What time management issues do you see?

What could Alex do differently?

The Stress–Time Loop





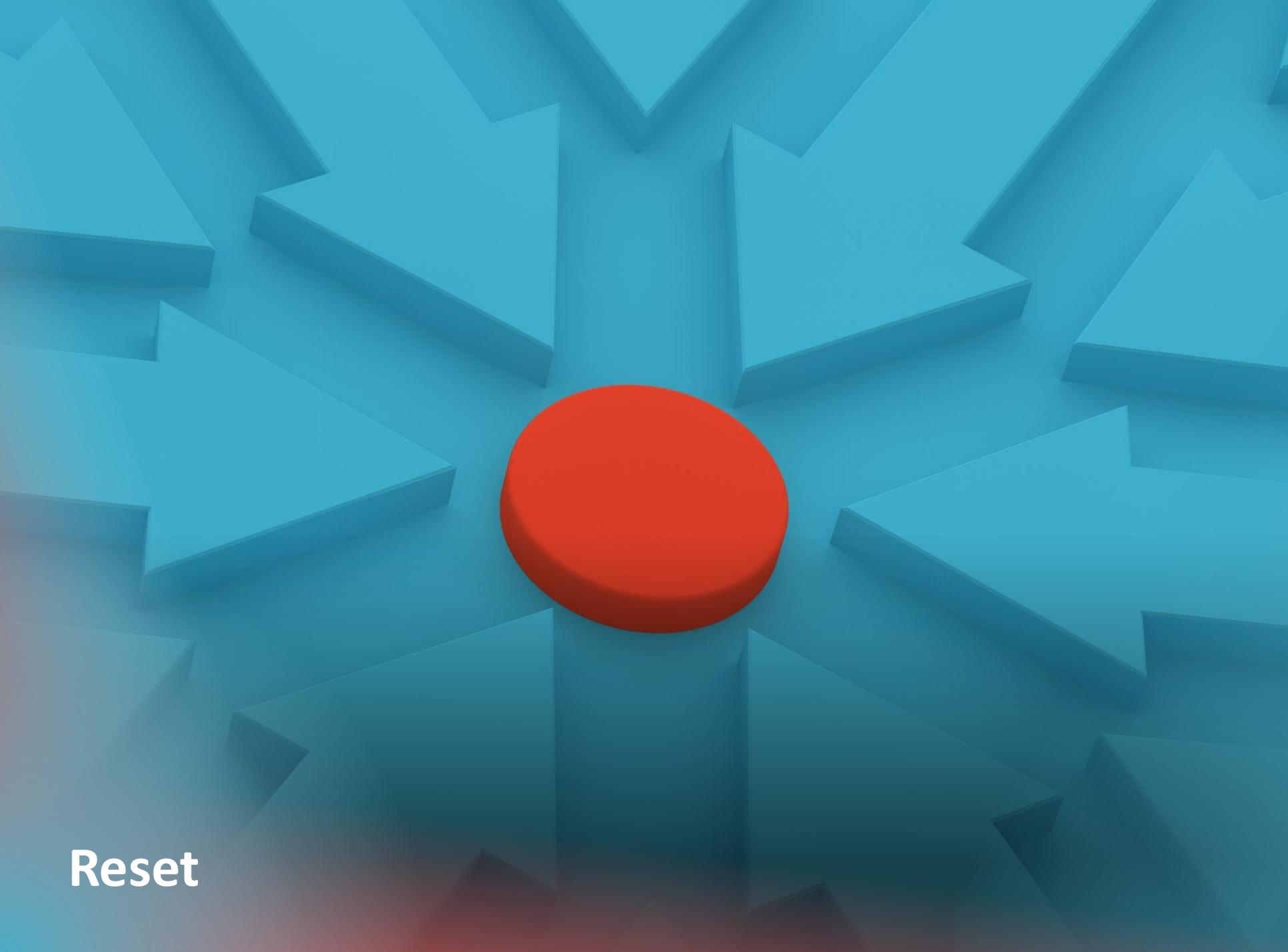
The 3 Rs

Recognize, Reset, Reprioritize



Recognize:

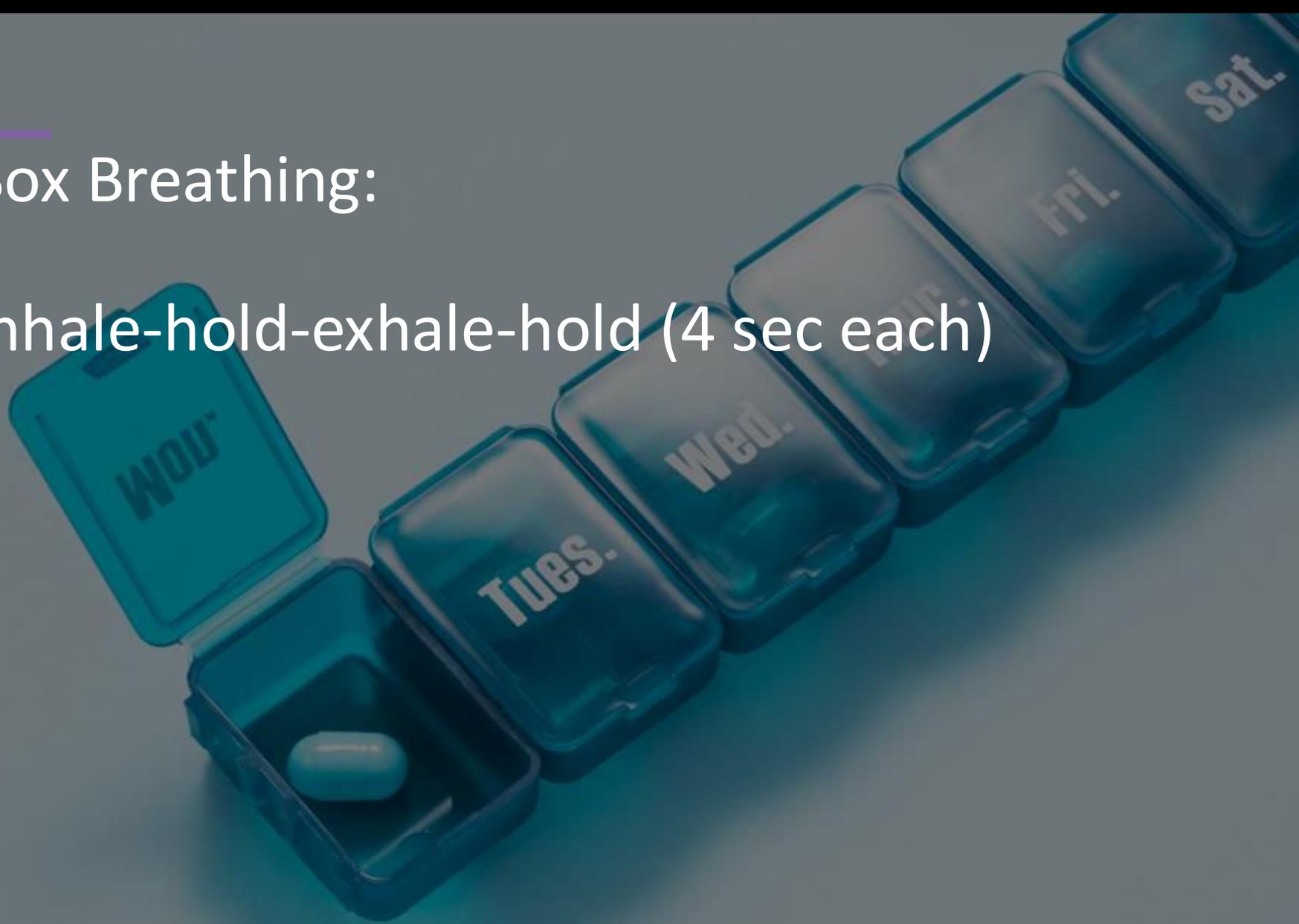
Scan for tension and name the emotion (affect labeling).



Reset

Box Breathing:

Inhale-hold-exhale-hold (4 sec each)



5-4-3-2-1 Grounding:

Reduces panic with sensory focus.

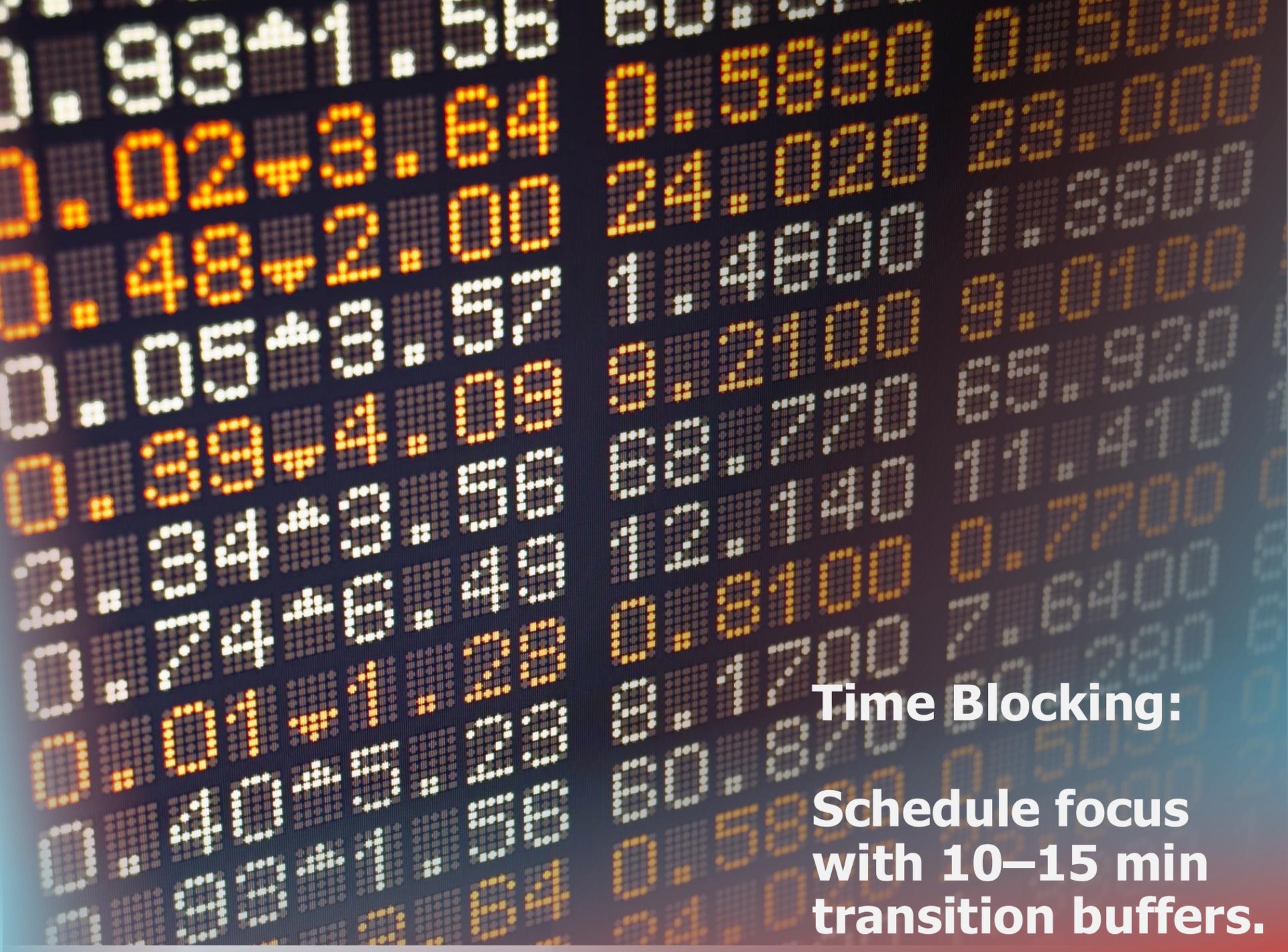


Walk 5 minutes to reduce
cortisol

Tactile Anchoring: Press
feet into the ground

Reprioritize

-

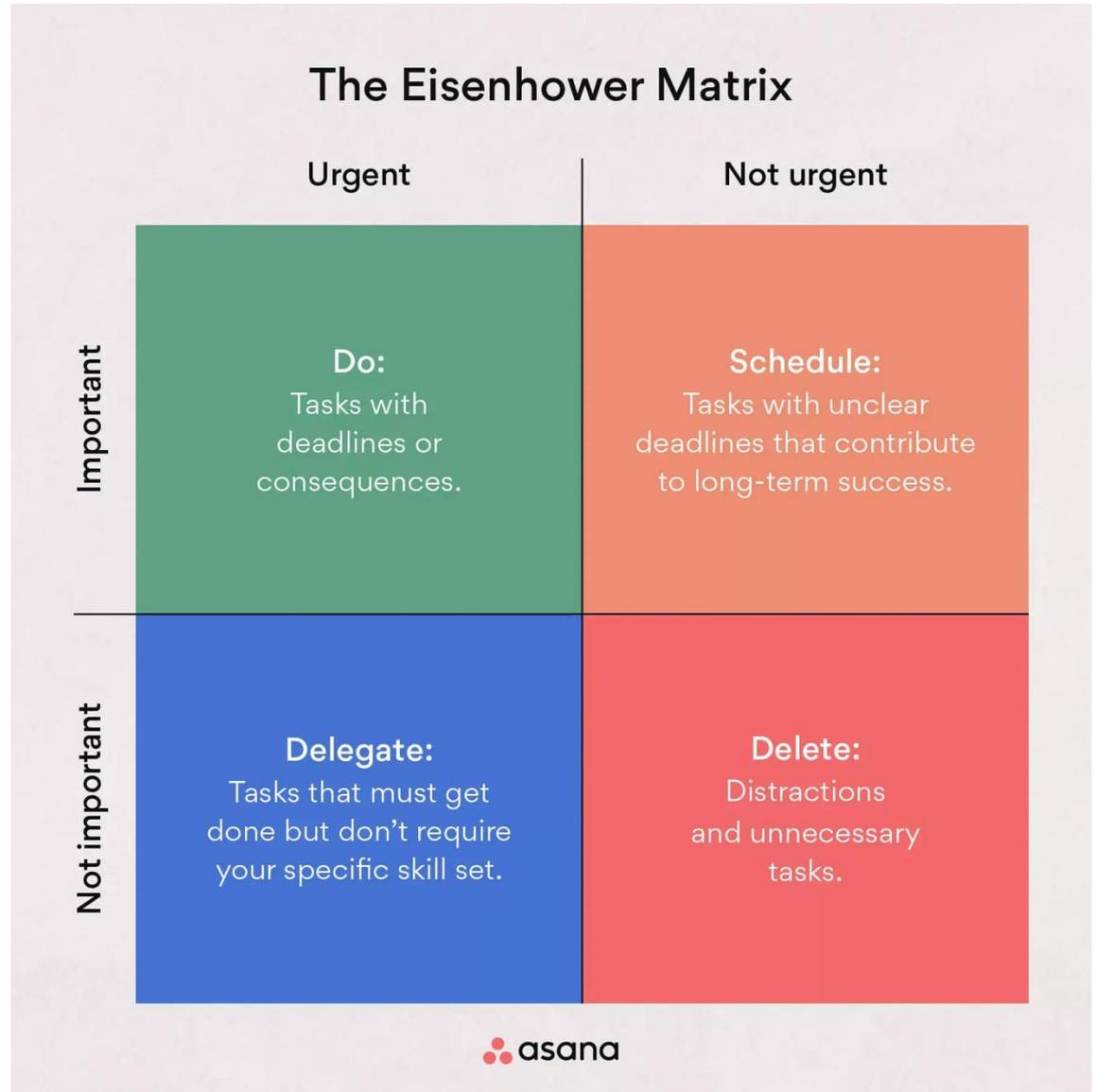


**Time Blocking:
Schedule focus
with 10–15 min
transition buffers.**

3 D's: Do it, Delay it,
Drop it to reduce
cognitive load.

Saying 'No': 'I can't
commit now, but
thank you for asking.'

Triage tasks: Urgent & important?





Ask: What matters most in the next 30 minutes?

Poll #2

Which Tool Would You Try This Week?

Choose
one
technique
and a
specific
trigger to
use it:

No breaks

Box Breathing (in a meeting)

Grounding (before a
presentation)

Time Blocking (next workday)

Task Prioritization (start of day)

Saying 'No' (when overloaded)

Follow-up: What could block your
use of the tool?

How will you remind yourself to
try it?

Thank You

For information about
workshops and coaching
contact me at:



www.dougnoll.com



<https://dougnoll.co/LetsTalk>



doug@dougnoll.com



Access Your NEAP Benefits

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EAP Benefit Spotlight

Resources for total wellbeing

Aware: A MINDFULNESS PROGRAM



FEATURES

- ❑ Six telephonic sessions with an Aware specialist who is trained in mindfulness
- ❑ An individualized practice plan, tailored to your needs
- ❑ Opportunity to experience and learn mindfulness exercises within each scheduled session
- ❑ Electronic resources such as a practice plan journal, guided practice exercises and an additional resource guide

The Aware mindfulness program helps you learn to meaningfully engage in the present moment. It offers a research-based approach to stress management, which is derived from some of the world's leading experts in the field.

A specially trained Aware specialist will guide you through a step-by-step process to learn the skills you need to reduce stress, emphasize the present, establish greater mind-body balance and increase overall wellbeing.

