Work woes? Say goodbye to job stress now.

It’s the phone that won’t stop ringing. The co-worker who pesteres you with questions. The deadlines that keep coming. Job stress is everywhere—and people have different ways of dealing with it.

If you’re suffering from job stress, you can get your life back on track by learning how to get it under control. Which one of the following tips will work for you?

- **Make a list of your projects and deadlines** so you can keep track of what’s urgent. Decide what matters most and what can wait.
- **Learn to say “no.”** Try not to overcommit yourself—it’s a recipe for stress!
- **Give some of your projects to others.** Sharing your work load can be a big help. It’s not always important to have complete control.
- **Focus on one thing at a time.** In some cases, you can do two things at a time. But if you start to feel stressed, go back to doing one thing at a time.
- **Try to limit distractions and interruptions.** Ask others to give you a block of time when you’re not disturbed.

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**Physical activity can help lower stress, too!**

Regular exercise is one of the best ways to manage stress. It can help in many ways, including promoting a feeling of well-being.

Experts recommend **2.5 hours of aerobic activity every week.** You might want to talk to your doctor before starting a physical activity program.

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**Wellness Webinar Series**

**Work, Life, and You**
April 10, 2018
9:00 am, 11:30 am and 3:30 pm CT
Relaxing your mind and body

Take a deep breath. Hold it for a moment, and then exhale. Do you feel more relaxed?

There are different ways to relax your mind and body—and one great way is to practice breathing exercises. Being relaxed can help ease stress and relieve anxiety, depression, and sleep problems.

Ready to try these other relaxation tips?

Relaxing the mind
- Take slow, deep breaths
- Listen to soothing music

Relaxing the body
- Do yoga
- Be active, such as go for a walk
- Have a warm drink without alcohol or caffeine in it, such as herbal tea or warm milk

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