

Managing Workplace Anxiety Workshop

The workplace is one of the leading locations where people experience stress and anxiety. Every employee will encounter it sometime during their career. Everyone should be aware of the signs of anxiety and the tools needed to cope and deal with it.

Our Managing Workplace Anxiety workshop will provide your participants the important skills and resources to recognize and manage workplace anxiety. By identifying these symptoms and coping skills employees and managers will be better suited in dealing with these common situations. Through this workshop your participants will be better suited to the challenges that the workplace can bring.

Workshop Objectives:

- Explore different types of workplace anxieties
- Learn to recognize symptoms and warning signs
- Determine ways of coping and managing problems
- Recognize common trigger and accelerants
- Learn the difference between anxiety and common nervousness



For more information or to reserve your spot in this workshop, please contact:

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CLASS CONTENT

Session One: Getting Started

Workshop Objectives
Action Plans and Evaluations

Session Two: Common Types of Anxiety

Social Anxiety
Generalized Anxiety Disorder
Panic Disorder
Phobias
Case Study

Session Three: Recognizing Symptoms in Others

Avoiding Social Situations
Difficulty in Accepting Negative Feedback
Difficulty in Focusing on Tasks
Irrational Fears
Case Study

Session Four: Coping Strategies (I)

Keeping a Journal
Power of Positive Thinking
Have a “Me” Place You Can Go
Establish Attainable Goals
Case Study

Session Five: Coping Strategies (II)

Talk With Friends and Family
Get Enough Sleep
Eating Well and Exercise
Begin Small and Build Up to Larger Challenges
Case Study

Session Six: Don't Avoid the Situation

It's OK to Make a Mistake
Accept the Situation, and Move On
Avoidance Can Cause a Cycle of Anxiety
Identify the Trigger
Case Study

Session Seven: Differences in Anxiety and Normal Nervousness

It Runs Along a Spectrum
Anxiety Can Happen Without a Cause
The Length of Time Symptoms Last
It's an Exaggeration of Normal Feelings
Case Study

Session Eight: Physical Symptoms

Rapid Heartbeat
Panic Attack
Headache
Trembling or Shaking
Case Study

Session Nine: Recognize the Positive Aspects of Anxiety

It Alerts Us to Danger
Improves Self-Awareness
Can Be a Great Motivator
Prevent Mistakes
Case Study

Session Ten: Common Anxiety Triggers

Uncertainty or Fear of the Unknown
Holding in Feelings
Public Speaking/Speaking Up
Trying to Be Perfect
Case Study

Session Eleven: When to Seek Extra Help?

Feeling Overwhelmed
Physical Changes
Unable to Work or Function
Panic Attacks
Case Study

Session Twelve: Wrapping Up

Words from the Wise

