



# PARTICIPANT INSTRUCTIONS

Each week the Manage Stress Challenge focuses on a different strategy to reduce stress. The instructions at right outline the four weekly themes and related strategies to help you manage stress. The weekly strategies are small, easy things you can do anytime and anywhere. Each week you will receive a newsletter focusing on the weekly theme. The newsletter also provides tips to help you adopt these stress reducing strategies as healthy habits.

Remember that every time you engage in one of the weekly strategies, record a point on your Manage Stress Log. A personal log is also provided so you may write down your thoughts during the challenge.

## WEEK ONE: MOVE MORE

While physical activity is good for overall health, it is also a good strategy for relieving stress. Try adding some to your daily routine. (Be sure to consult with your doctor prior to beginning a new exercise routine.) ***For each week you will earn 1 point for each day that you engage in at least 30 minutes of physical activity. Remember to record your points on your Manage Stress Challenge Log.***

## WEEK TWO: LAUGH A LITTLE

Laughter is a great stress reliever so take steps to add more humor to your daily routine. It is as easy as telling a joke or reading your favorite funny book or comic strip. Sharing laughter with family, friends or coworkers can double the fun! ***For weeks 2 through 4 you will earn 1 point each day that you use humor to reduce stress. You will also continue to earn points for move more activities. Remember to record your points on your Manage Stress Challenge Log.***

## WEEK THREE: MONEY MANAGEMENT

We often lose touch with how much we really spend. To better understand your spending habits, place a receipt for each purchase you make into an envelope. At the end of the week, review your receipts. Do you see any patterns you could change? ***For week 3 and 4 you will earn 7 points each week that you save and review your daily receipts. You will also continue to earn points for Laugh a Little and Move More activities. Don't forget to record your points on your Manage Stress Challenge Log.***

## WEEK FOUR: MAKE YOURSELF A PRIORITY

We spend a large part of our day accomplishing tasks for work, family, and friends—often at the expense of “me time.” For this final Challenge week, make a point of devoting time to yourself. Reconnect with activities you love to do— if even for a few minutes at a time. Be sure to let friends and family know that it is time to focus on you. ***For week 4 you will earn 1 point for each day that you devote time to yourself. You will also continue to earn points for Laugh a Little, Move More and Money Management activities. Remember to record your points on your Manage Stress Challenge Log.***