

# TOP TIPS FOR MANAGING STRESS AND PREVENTING BURNOUT



## TIP 1

### Plan your time

This is really important for your productivity and self-care. Each week allocate time to address your learning requirements because it can be a huge benefit when your deadlines, assessments or exams arrive.

## TIP 2

### Keep track of objectives

Sometimes this can be tough. Be gentle with yourself about it – create an action plan. Making sure you are up to date with your work, for example, will help to ensure you progress on programme in the long run. Keep track of your objectives and mark these off as you go along.

## TIP 3

### Give it your best shot!

Challenge yourself to complete the work you find most difficult first.

If you are not sure – ASK!

- Practice where you can.
- Review and revise.
- Keep calm, keep talking!

## TIP 4

### Ask for help

None of us is superhuman. We all get tired and overwhelmed. Reach out if you need to. Your tutors, teachers, trainers and support staff are all here to help you and if there's something else impacting you or your learning, let them know about it so they can help.

## TIP 5

### Eat and sleep well

Sleep reduces stress and anxiety levels – fact!

- Implementing a routine (as boring as it sounds) will help promote good sleep ahead of any assessments.
- Avoid those stimulants we can tend to go for – coffee, energy drinks, chocolate, illegal drugs – as they won't quite be the friend you think they are.

## TIP 6

### Learn calming strategies for self-care

Learning how to stay calm when feeling stressed will enable you to perform to the best of your ability. Experiment with breathing or calming strategies and pick something that's a best fit for you.



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