

The Office of

# Academic Advising

December, 2010

College of Saint Benedict/Saint John's University

## TOP TEN STRATEGIES FOR EFFECTIVE STRESS MANAGEMENT

**Organize Yourself.** Take better control of the way you're spending your time and energy so you can handle stress more effectively.

**Control Your Environment** by controlling who and what is surrounding you. In this way, you can either get rid of stress or get support for yourself.

**Love Yourself** by giving yourself positive feedback. Remember, you are a unique individual who is doing the best you can.

**Reward Yourself** by planning leisure activities into your life. It really helps to have something to look forward to.

**Exercise Your Body** since your health and productivity depend upon your body's ability to bring oxygen and food to its cells. Therefore, exercise your heart and lungs regularly, a minimum of three days per week for 15-30 minutes. This includes such activities as walking, jogging, cycling, swimming, aerobics, etc.

**Relax Yourself** by taking your mind off your stress and concentrating on breathing and positive thoughts. Dreaming counts, along with meditation, progressive relaxation, exercise, listening to relaxing music, communicating with friends and loved ones, etc.

**Rest Yourself** as regularly as possible. Sleep 7-8 hours a night. Take study breaks. There is only so much your mind can absorb at one time. It needs time to process and integrate information. A general rule of thumb: take a ten minute break every hour. Rest your eyes as well as your mind.

**Be Aware of Yourself.** Be aware of distress signals such as insomnia, headaches, anxiety, upset stomach, lack of concentration, colds/flu, excessive tiredness, etc. Remember, these can be signs of potentially more serious disorders (i.e., ulcers, hypertension, heart disease).

**Feed Yourself / Do Not Poison Your Body.** Eat a balanced diet. Avoid high calorie foods that are high in fats and sugar. Don't depend on drugs and/or alcohol. Caffeine will keep you awake, but it also makes it harder for some to concentrate. Remember, a twenty minute walk has been proven to be a better tranquilizer than some prescription drugs.

**Enjoy Yourself.** It has been shown that happier people tend to live longer, have less physical problems, and are more productive. Look for the humor in life when things don't make sense. Remember, you are very special and deserve only the best treatment from yourself.

1. \_\_\_ Give yourself 10 points if you exercise for a minimum of twenty minutes three days a week.
2. \_\_\_ Give yourself 10 points if you wake up feeling reasonably rested at least 5 days a week.
3. \_\_\_ Give yourself 5 points if you have a quiet place in which you can relax on a regular basis.
4. \_\_\_ Give yourself 5 points if you take quiet time for yourself during the day.
5. \_\_\_ Subtract 5 points for every time during the week that you use alcohol to relieve stress.
6. \_\_\_ Give yourself 10 points if you have an income adequate to meet basic needs.
7. \_\_\_ Subtract 10 points if you feel you lack a consistent sense of purpose, connectedness, or life meaning.
8. \_\_\_ Give yourself 10 points if you are reasonably comfortable with your body weight.
9. \_\_\_ Subtract 5 points for every time during the week that you smoke cigarettes to relieve stress.
10. \_\_\_ Give yourself 10 points if you have one or more friends with whom you can talk about personal matters.
11. \_\_\_ Give yourself 10 points if you eat at least one balanced meal a day.
12. \_\_\_ Give yourself 10 points if you give and receive affection regularly.
13. \_\_\_ Subtract 5 points for every time during the week that you use a substance other than alcohol or cigarettes to relieve stress.
14. \_\_\_ Give yourself 10 points if you feel that you are in good health.
15. \_\_\_ Give yourself 10 points if you feel supported by your social network.
16. \_\_\_ Give yourself 10 points if you usually communicate effectively in your interpersonal relationships.
17. \_\_\_ Give yourself 10 points if you do something fun at least once a week.
18. \_\_\_ Give yourself 10 points if you drink fewer than three caffeine drinks (coffee, tea, or cola) a day.

SCORE:

### <40 points

Your test score shows that not only are you living under a lot of stress, but you may also be compromising your health by the ways in which you deal with this stress. But don't panic; there are many healthy ways in which you can handle your stress.

### 40 - 80 points

It appears that you currently do some good things to relieve your stress. If you are satisfied with how you manage the stress in your life, great. Keep taking care of yourself.

### >80 points

While you may sometimes feel the effects of too much stress, it appears that you are doing a good job of handling the stress in your life. This is a healthy way to live!

Every individual has a different stress comfort level. What may seem hectic and out of control to one person is routine to another. If you feel that you spend too much time at an uncomfortable level of stress, please contact the Counseling Office at 363-5605.

## How Can Academic Advisors Help?

Academic advisors provide a much-needed personal relationship that is essential and on-going through the student's college career. Advisors not only possess the knowledge and skills to guide students through the curricular maze, but they also refer students to other resources on campus. The advising relationship is two-sided. Both advisor and student take responsibility for tasks that need to be completed. Students are expected to be responsible for making their own decisions based on the information and advice their advisor offers. Here are some of the important tasks that advisors can perform with students.

- Formulate an academic plan that outlines the student's initial curricular path and later, devise a more detailed graduation plan when the student is admitted to the major program.
- Explain general education, major, and other curricular requirements, as well as course content, course prerequisites, and course sequences.
- Monitor and discuss issues of concern regarding student's academic progress on a regular basis.
- Recommend opportunities for personal growth and academic development.
- Interpret institutional procedures for tasks such as adding or dropping courses within the allotted time and selecting or change majors or assist the student with procedures requiring petitions or appeals.
- Refer the student to specific campus or community resources that can help with unique needs, such as career information, study skills, time management assistance, or financial resources.
- Encourage a student who may be having difficulty with the course work in a specific class to meet with her/his professor (if she/he hasn't already), or refer her/him to appropriate academic resources on campus for assistance.
- Discuss alternatives with a student who is having second thoughts about her/his initial choice of major and who would like to identify and explore new options.

## Academic Advising Staff

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## Important Dates for December

Dec. 1st—Last day to receive a W on D1 mod courses (signature required).

Dec. 2nd—Last day to receive a W on D2 mod courses (signature required).

Dec. 10th—Last day of classes for Fall 2010 term.

Dec. 13th—Study Day!

Dec. 14th—First day of final exams.

Dec. 15th—Second day of final exams.

Dec. 16th—Third day of final exams—fall term closes at 3:00 p.m.

Dec. 17th—Christmas vacation begins (ends January 17th—1st day of Spring 2011 classes).

Dec. 25th—Christmas Day!

Dec. 31st—New Year's Eve Day!

# Merry Christmas!

Check out our website :  
<http://csbsju.edu/academicadvising/>