

THE EXTRA POINT

BY JERRY ROBERTS



1266 Don't Let Anxiety Ruin Your Productivity and Enjoyment

Anxiety can be a challenging condition to manage, particularly in the workplace where stressors can be high. If you or someone you know suffers from anxiety attacks, I've got some ideas on how to control its symptoms and remain productive and happy at work. I'm Jerry Roberts and that's coming next on The Extra Point.

Anxiety can strike anyone. One moment you're feeling fine, and the next you can't catch your breath. It can come without warning, and seemingly not have any connection to a specific event or reason. It's just there, and you're forced to ride it out.

An anxiety attack can last minutes, hours, or days. Sometimes, all you need is rest and it goes away; while other times it can lead to the hospital emergency room.

One thing anxiety victims can do is to fully recognize and understand all of their anxiety triggers. These are the situations, people, or events that cause you to feel anxious.

Once you know what triggers your anxiety, you can develop coping strategies to manage the symptoms. For example, if public speaking is a trigger, you could practice your presentation beforehand, use relaxation techniques before speaking, or visualize a positive outcome.

Practicing relaxation techniques such as deep breathing, meditation, and progressive muscle relaxation can help calm the body and mind, reducing anxiety symptoms. Deep breathing involves taking slow, deep breaths from your diaphragm, which can slow your heart rate and help you relax.

Prioritize and organize. When you have anxiety, it's easy to become overwhelmed by the workload. Prioritizing tasks and breaking larger tasks into smaller, more manageable ones can help reduce stress levels. It's important to set realistic goals for yourself and

avoid taking on too much at once. Having a reasonable to-do list can also help you stay organized and focused.

Notice I said "reasonable." I've known people who were fighting anxiety, yet they had a huge to-do list, and had no trouble adding one of two items to it.

Self-care is an essential part of managing anxiety. Taking care of yourself both physically and mentally can help reduce stress levels and improve overall well-being. Some ways to practice self-care include regular exercise, getting enough sleep, eating a balanced diet, practicing mindfulness, and spending time doing activities you enjoy.

There's one more thing. Seek out support groups, employee assistance programs, and counseling services, as needed.

What's the manager's role in all of this? Let's start with understanding what those triggers are, and avoiding them as much as possible.

Don't load the worker down with tons of work that has to be done on short deadlines. In fact, if workload is revealed as a problem, consider cutting the individual's load significantly, then build it back up over time.

Promote the self-care angle, but more than that the most valuable thing you can do is to listen well, letting them know you care, and that you'll be there for them. Doing these few steps can make a world of difference.

That's the Extra Point. Be responsible and make something good happen today. For 93.3 and the Ray Gibson Show, I'm Jerry Roberts.

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