



Managing daily challenges.

The challenges of day-to-day life can often cause more pressure and stress than major events that happen to us at home or at work. Discover how to manage these challenges and pressures for a less stressful life.



Get organised.

At the start of the week, go through all the tasks that you need to get done. Use a diary, put a list on the fridge or wardrobe door, or try an app.

List the things that need to be done each day and recognise where the deadline has come from. Is it self-imposed and can it be changed? Add to your list as things crop up during the week. Devise a plan so that you can do everything without rushing.

Highlight the essential jobs and prioritise the remaining ones. If you haven't got time to complete the less important tasks, reschedule them for later in the week or next week.

Follow your list – don't put off the important tasks – but recognise that the world won't fall apart if things do not get completed in your timeline.

Tick off your personal and professional to-do list with the [Wunderlist app](#).

Learn to cope better.

In moments when you start to feel wound up, calm yourself down using an instant relaxation technique like the one below:

- Make yourself comfortable. If it feels like your clothes are too tight, try loosening them.
- Let your breath flow deeply, as far down into your belly as you can without forcing it and so that it's comfortable.
- Breathe in through your nose and out through your mouth.
- Take gentle, steady breaths. It might be helpful to count from one to five as you do.
- Without stopping to pause or hold it in, let your breath flow steadily out. Again, counting from one to five might help.
- Continue this for three to five minutes.

You can also use mindfulness techniques when feeling stressed out.

[If you're feeling overwhelmed, excuse yourself for 5 minutes and find a quiet place to calm down and relax.](#)

Take a sleep.

Whenever you're in a situation you can't control, remember there's nothing you can do. Spend your time constructively, sorting out how you can adjust your day to compensate for the delay instead of worrying about its repercussions.

If a difficult situation does arise, say to yourself, 'This is going to be difficult, but I won't let it get the better of me'. Try to avoid uncertainty and find out all the facts, before you get flustered and anxious.

[Listen to the NHS Choices Moodzone Anxiety Control Training podcast for more help with learning to relax.](#)

Alter your lifestyle.

Try cutting down on caffeine, alcohol and smoking. Relying on these habits as coping mechanisms won't solve your problems in the long term – in fact, they can create new ones. Regular exercise can reduce intense emotional feelings, helping to calm you down and clear your head. Combine this with more time spent with friends and family. The activities we do with them can help us relax, plus talking through your problems with loved ones can help you find new solutions.

[If you feel like the stress and pressure of day-to-day life is becoming unmanageable, visit your GP.](#)

“

Learning to stay calm when under pressure has been difficult, but mastering relaxation techniques has really helped.