Some Helpful Tips For Reducing Stress

1. Before going to bed, set out breakfast items and lay out everything you'll need for work or school so you simply pick-up-'n-go in the morning.
2. Get up 20 minutes earlier so you can have a non-rushed breakfast. (if you need an alarm clock to wake you up in the morning, you aren't going to bed on time, say sleep experts).
3. Walk whenever possible (take the stairs instead of the elevator, hand-deliver work papers, etc.)
4. Plan grocery shopping, banking, and post office visits so you hit the non-chaotic times (e.g. don't grocery shop on Saturday afternoon, don't go to the bank on Friday afternoon, and don't try to mail a package on Monday morning).
5. Go to the bathroom before leaving home or work (simple, but amazing stress reducer.)
6. Look for the humor in every situation. Humor allows you to jump out of the picture so you can get a grip on things.
7. Get an answering machine so you can accept phone calls on your schedule, not other people's.