



Stress and Anxiety

This leaflet aims to help you understand the different ways stress and anxiety can affect you. It also provides you with simple self-help tasks which you may find beneficial.

Ideas for coping with stress

■ Understand more about stress

Recognise your major sources of stress at present.
Understand how stress affects you.
Anticipate and plan for periods of stress.
Find your optimal level - not too much not too little.

■ Adopt a systematic problem solving approach

Define your problem specifically –try to be objective.
Break it down into manageable components.
Approach projects one stage at a time.
Develop, evaluate and execute a course of action.

■ Recognise and accept your own feelings

Express the way you are feeling openly with others.
Accept your feelings.

■ Develop new effective behavioural skills

Be assertive –learn to say ‘No’.
Avoid procrastination. ‘Do it today!’.
Manage your time effectively.
Practise rational thinking.

■ Establish and make use of a good social support network

Ask for help and accept it when offered.
Deliberately cultivate good relationships.
Talk to people; family, old friends, new friends

■ Maintain a healthy lifestyle

Take regular physical exercise.
Maintain a healthy balanced diet.
Deliberately seek out change of pace, and new activities in your life.

■ Make time to relax and enjoy yourself

Set aside time each day to do something you enjoy.
Plan breaks; Lunch breaks, weekends, holidays.
Develop hobbies and recreational activities.

■ Set aside time for reflection and spiritual development

Set aside time for reflection and meditation.
Reassess your values.
What is really important in your life?



Goal Planning

The importance of goal planning

1. Human beings are goal directed creatures striving for meaning, significance and purpose. A lack of achievable goals results in stress and tension.
2. In the study of the psychology of achievement, almost all successful people have one thing in common; they work towards set goals.
3. Setting and working towards goals increases motivation and releases an enormous store of energy.
4. In studies of survivors of stressful environments, such as concentration camps and prisons, those best equipped to survive were those who had or could create goals to work towards.

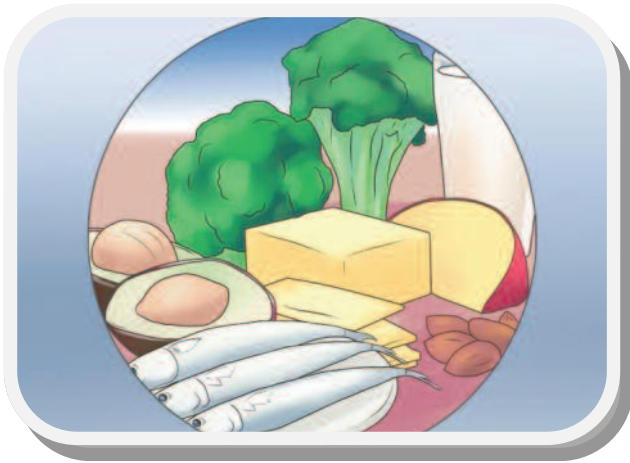
Why don't people set goals?

1. Because they don't realise the importance of setting goals. It is amazing that given the importance of the skill of goal planning, it is a subject rarely taught in schools.
2. People might not set goals because they don't know how to.
3. People often don't set goals because of a deep seated 'fear of failure'. Once a goal is set, you either succeed or fail to achieve it.

Why goals should be written down and made specific

1. Writing a goal down makes it visible, obvious, concrete and specific. There it is in front of you. This has the effect of waking up the unconscious and releasing energy.
2. Writing a goal down entails a commitment. If you don't write it down, you can always say to yourself, 'I never really meant to do that anyway', and you leave your options open. Writing goals down challenges procrastination.

Regular exercise and a balanced diet



Five reasons to take regular exercise

1. Exercise provides a way of releasing a great deal of muscle tension, and accumulated adrenaline, which are the results of high levels of stress. Exercise is a relaxant.
2. Exercise maintains good circulation, lowers blood pressure, and improves the body's immune system in its constant fight to ward off disease.
3. Exercise improves self image, appearance and control of weight.
4. Exercise can be used to clear the mind of the clutter of worrying thoughts and anxiety.
5. Hormones are released during exercise; these act as natural antidepressants (endomorphines).

Five pointers to a well-balanced diet

1. Avoid too much fat, especially saturated fats with high cholesterol levels. Grill, bake or boil rather than fry. Similarly, avoid too much sugar, salt and excessive amounts of caffeine (contained in tea, coffee, chocolate and cola). Caffeine is a stimulant which has a direct effect on the nervous system.
2. Eat foods with adequate starch or fibre (roughage), such as bran, fresh vegetables and fruit. Eat fresh foods.
3. Try not to exceed the recommended weekly alcohol intake levels; 14 units for men and 14 units for women. One unit is equivalent to one pub measure of spirits, or a glass of wine or half a pint of beer.
4. Smoking damages your health and your long term ability to cope with stress.
5. Bear in mind the age-old adage; 'Moderation in all things'.

Understanding Type A behaviour

What is Type A behaviour?

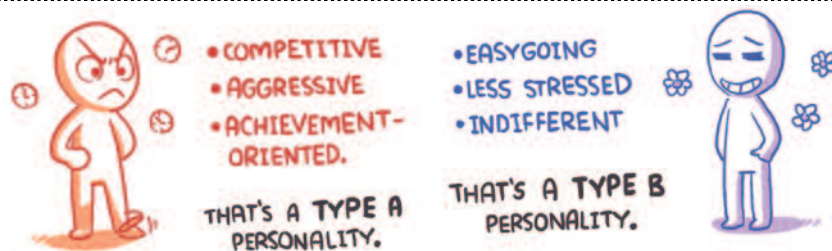
Two American cardiologists, Friedman and Rosenman noticed that a great many of the people they saw with coronary heart disease and strokes tended to be of a similar nature, and were likely to be rather difficult to rehabilitate, as they did not find it easy to adjust their lifestyle.

They initiated research into what is now known as Type A behaviour.

Type A behaviour is characterised by a cluster of traits:

1. An overriding need to achieve/high competition instincts;
2. An intense sense of time urgency/hurry sickness;
3. Inappropriate hostility and aggression if progress is impeded;
4. Inability to relax;
5. A tendency to deny feeling tired or fatigued

Type B behaviour, is on the other hand, the exact opposite, the individual being characterised by being more relaxed, less hurried and less inclined to compete.



Type A behaviour and your health

A number of research studies have indicated that individuals who score highly on Type A behaviour have double the risk of heart disease compared with those who are classified as having low Type A scores or Type B behaviour.

This is independent of other traditional risk factors such as blood pressure, serum cholesterol, smoking and age. Type A behaviour is also associated with other stress related conditions such as stomach ulcers, allergies, the exaggerated response of the sympathetic nervous system to stress ('fight or flight' response) and poor levels of mental health (anxiety and depressions).

Type A behaviour also seems to be linked with high levels of success in career and financial terms.

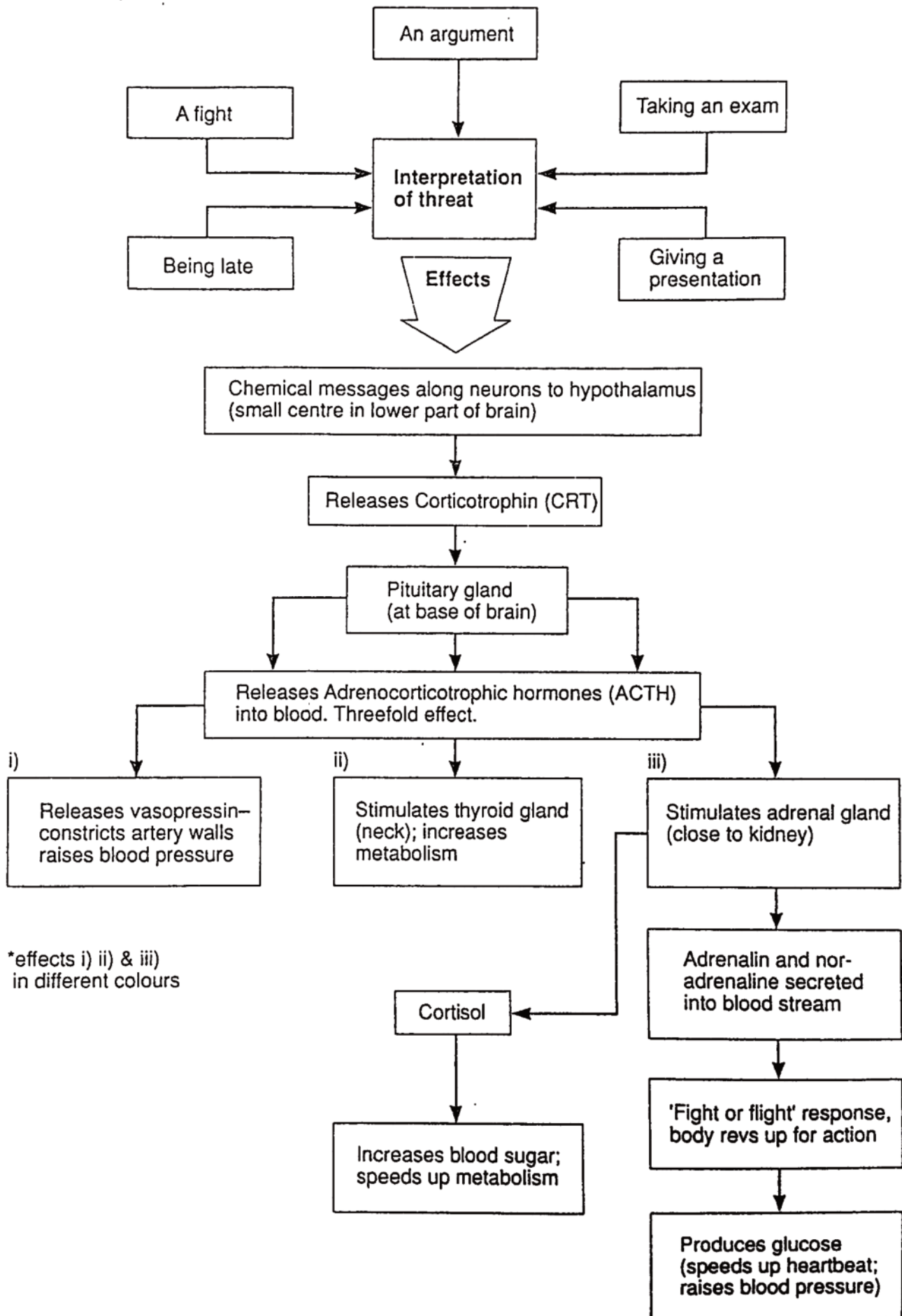
Physiology of Type A behaviour

The underlying physiology of Type A behaviour leads to excessive discharge of the stress hormones—noradrenaline, adrenaline and cortisol—and one result is an excess of insulin in the bloodstream.

This can mean that it can take three or four times longer than normal to get rid of dietary cholesterol after meals. A potential result is a narrowing of blood vessels, together with increased deposits of clotting elements in the blood.

Research indicates that, with the right intervention, people can manage their Type A behaviour effectively, reducing the risks of physical and mental ill-health without impairing their performance.

The chemistry of stress



Stress control

Stress is the result of an imbalance between the demands made on us and our personal resources to deal with these demands.

The balance between a person's resources and the demands being made on them can be compared with a bank account.

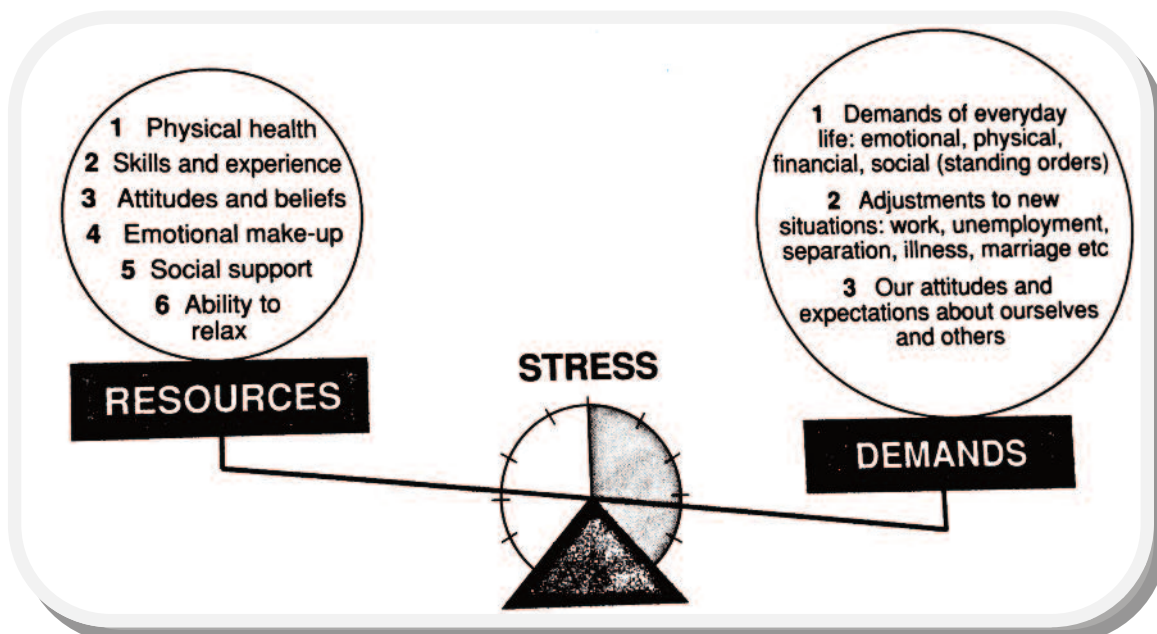
If too many demands are made on the account, we go into the 'red' and become overdrawn, which is comparable to being under stress.

In normal circumstances we can cope with the everyday demands of life such as maintenance of a job and relationships, which is comparable with the way routine standing orders regularly diminish our financial account.

It is only when extra stresses or demands come along that we can tip over 'into the red'. Sometimes a crisis may be the result of a 'last straw' which just tips the balance and we fall 'into the red' or stress.

Recommendations

1. Some stress is good for you. Identify your own resources and situations which you find stressful. Learn to identify your own optimal level of stress and do not be pressurised beyond it.
2. Anticipate stress by balancing your demands and resources in advance. Decide what is important— have priorities.
3. When experiencing stress make sure that you:
 - Do not withdraw from social support
 - Keep communicating-ventilate your feelings
 - Keep areas and times for relaxation
4. Reduce demands:
 - Do not expect too much of yourself
 - Do not feel that you have to live up to others' expectations of you
 - Think twice about how important tasks are. Try saying 'No'
 - Break your goals down into manageable proportions
 - Think positively about your abilities.



What is a panic attack?

Panic attacks are common, occurring in up to 5 per cent of the general population. They are defined by a sudden onset of apprehension, fear or terror accompanied by physical symptoms such as difficulty in breathing, dizziness, palpitations, chest pains, tingling sensations, shaking, sweating, and feelings of unreality.

The thoughts that accompany these symptoms often include 'I'm going to lose control', 'I'm going mad', 'I'm going to die', 'I'm going to have a heart attack' or 'I'm going to embarrass myself'.

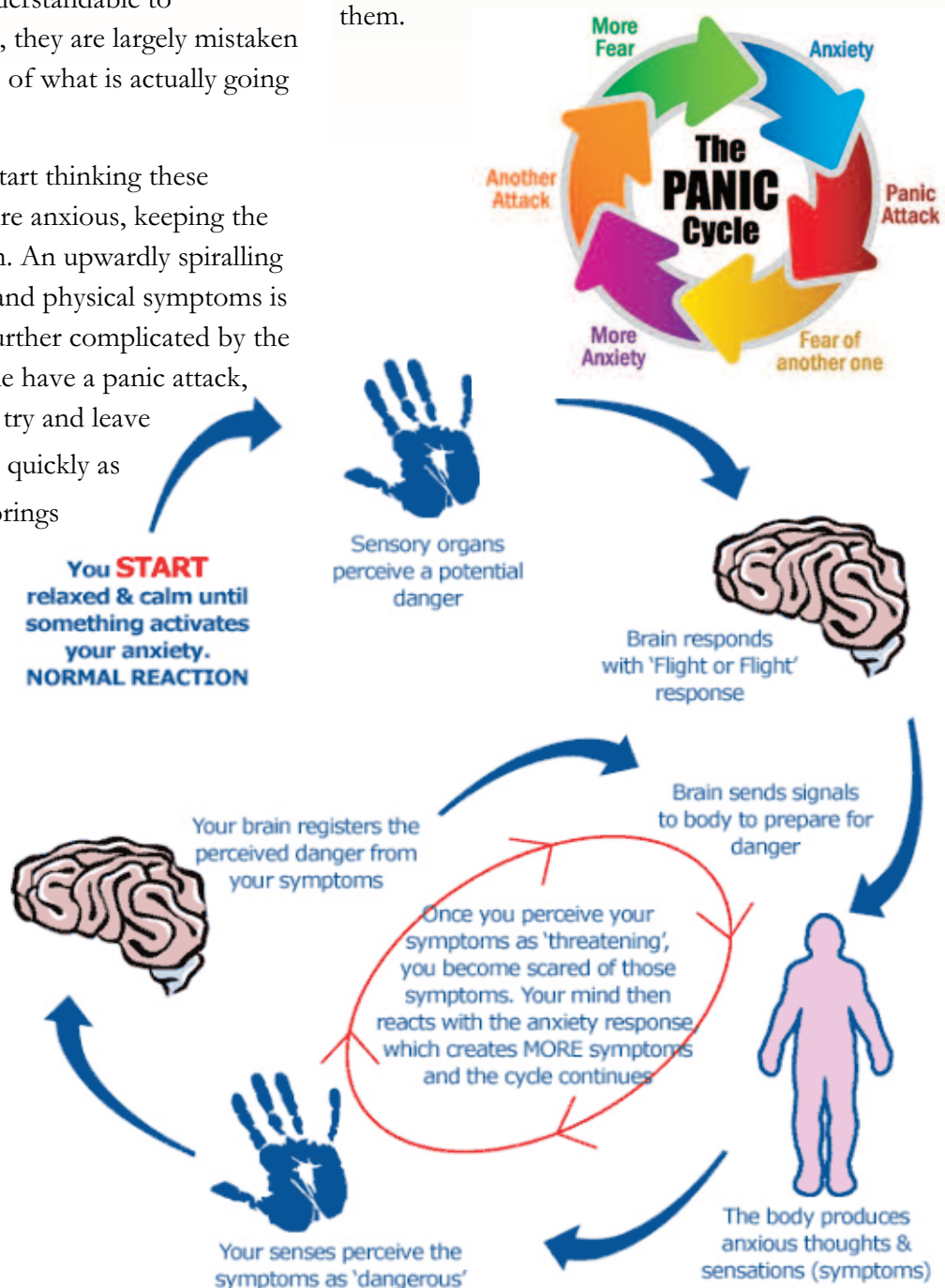
Although it is perhaps understandable to experience these thoughts, they are largely mistaken and are misinterpretations of what is actually going on.

Unfortunately, once you start thinking these thoughts, you become more anxious, keeping the bodily symptoms going on. An upwardly spiralling vicious cycle of thoughts and physical symptoms is created. The situation is further complicated by the fact that when most people have a panic attack, their natural reaction is to try and leave the situation they are in as quickly as possible. This avoidance brings temporary relief, but increases the likelihood of further apprehension, negative thoughts, bodily symptoms and the development of a phobic reaction.

A symptom of stress

Panic attacks are one of the symptoms of a build up of stress. This symptom is perhaps more frightening than nausea, headaches, or diarrhoea but in some ways it is a similar reaction. People who experience panic attacks seem to be those who experience stress in their respiratory and cardiovascular system rather than in their muscular or gastrointestinal system.

Very often the symptoms of panic produces such worry and stress that these symptoms become more of a problem than the stress originally caused them.



The body's fear reaction and how it becomes oversensitive

The symptoms are in fact an exaggeration to a fearful situation. Imagine what would happen if you were up a ladder and felt it slip from under you. Your heart would pound, your breathing would alter, you might turn very pale or break out in a sweat. But as soon as you climbed down the ladder and recognised that you were safe, but nearly had a nasty accident, your anxiety would die down. You would understand the symptoms as being quite natural, and you would not worry about those symptoms.

But what if you experienced exactly those symptoms pushing a trolley around a supermarket or sitting at your desk at work? Your mind would immediately try to make sense of the situation and would come up with a number of very frightening thoughts.

The problem with panic attacks is that your fear reaction has become oversensitive and its being triggered in a variety of apparently normal situations.

This over sensitivity of the fear reaction is more likely if you are tired or under a lot of stress.

Sometimes this stress can be caused by worrying about having another panic attack. If you have had one bad attack you can become over vigilant, an expert at detecting the normal changes in your body which you would usually ignore.

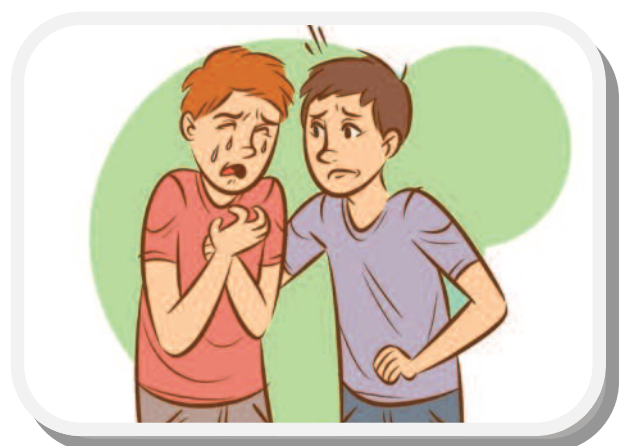
You are constantly on the look out for slight changes that may indicate that something is amiss. Once you begin to imagine something is wrong, you become slightly frightened, triggering the body's reaction and the vicious cycle of panic takes off.

Can panic feelings harm me?


No, No one can die of fright. Though panic feelings are unpleasant they cannot in any way harm you. The feelings themselves are quite normal. It is just that they are happening in an ordinary situation, rather than in an obviously dangerous or frightening one.

Summary of main points about panic attacks

- A panic attack is the same as the body's normal fear reaction, but it is happening in an ordinary situation.
- Your body's normal fear reaction has become oversensitive and has become easily triggered. This happens particularly if you are tired or under stress.
- The feelings themselves are not harmful and do not indicate that there is anything seriously wrong with you.
- The feelings can be caused and maintained by a combination of worrying thoughts and hyperventilation or overbreathing.
- Once you understand what is going on, half the battle is won.




10 rules for coping with panic




Remember panic feelings are only normal reactions that are exaggerated.




They are not harmful and nothing worse will happen.




Notice what is happening in your body now. Stay with the present. Slow down, relax but keep going.




Thinking about what might happen is unhelpful. Only now matters.




Accept the feelings. let them run through you and they will disappear more quickly.



Monitor your level of anxiety; 10 (worst) to 0 (least). Watch the level go down.




Stay in the situation. If you run away, avoid or escape, it will be more difficult in the future.



Take a few slow, deep breaths.



Consciously relax your tense muscles. Feel yourself relaxing.



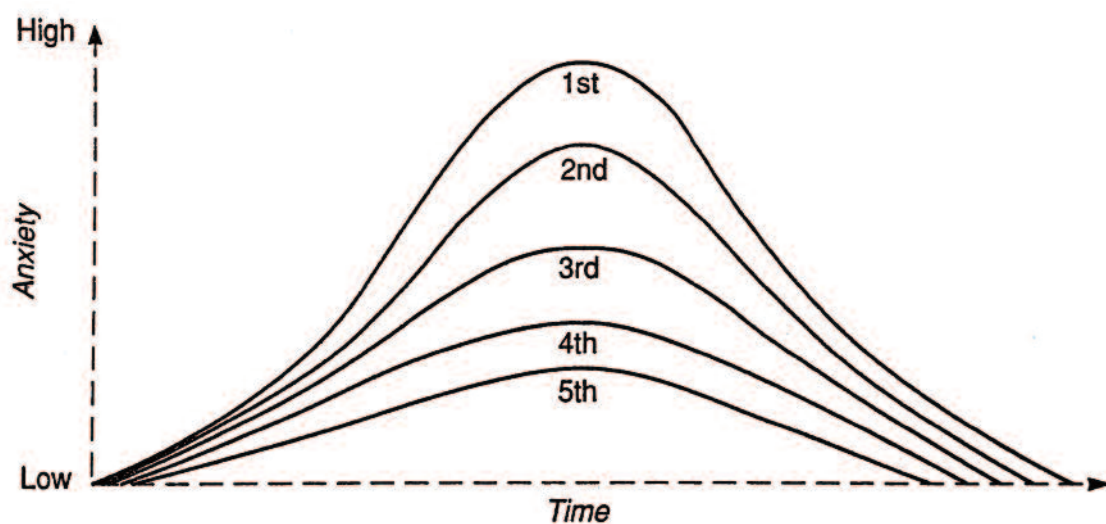
Now begin to concentrate again on what you were doing before.

Dealing with avoidance and facing fear

Avoiding anything that makes us anxious is in some ways a natural reaction. However, avoiding some situations that create anxiety can lead to the development of phobias and loss of confidence. Once we begin to avoid things, we may find our mobility becomes increasingly restricted.

When you either stay in the situation you fear, or deliberately put yourself in that position, your anxiety will go up, reach a plateau and then go down again. The first time you do this the anxiety will take time to subside.

The second time you face the situation you fear, your anxiety will be less severe and fall in a shorter time. Each time you put yourself into that situation your anxiety will progressively be less severe and die away more quickly. The diagram below shows how this anxiety hill gets smaller and smaller.



The best way of overcoming avoidance and loss of confidence is by tackling your fears one step at a time in easy stages. This technique is called graded practice or systematic desensitisation. By identifying situations which you avoid, and gradually confronting them time and again, you can reduce the anxiety associated with those situations. It is important to practise easier tasks first, so as to build up your confidence before tackling more difficult situations.

Graded target practice sheet

1. List a number of situations which you avoid because of your anxiety.
2. Describe the situations in as much detail as possible. Be specific. Rather than saying 'Going on a bus', say 'Travelling alone on the number 29 bus, into town, on a weekday afternoon'.
3. Rate how much anxiety you anticipate each situation will create on a scale of 01-10 where 0=low anxiety, 5=moderate anxiety and 10=extreme anxiety.
4. Rearrange the situations in ranked order with the most difficult at the top.
5. Start with the easiest situation and practise it. If practise is to be helpful it must be (a) regular, (b) frequent, (c) prolonged– you must go on practising until the anxiety has died down.
6. If something is too hard, look at ways of breaking it down into intermediate stages.
7. Do not be put off by feeling anxious. Remember you are learning to master anxiety rather than avoid it.
8. Reward yourself for your successes.

Example

Going into a life in a department store, on my own, on a weekly afternoon.

6

Catching the no. 29 bus to the station, on my own, on Saturday morning.

5

Your Targets

Anxiety rating 1 to 10

1. (Most difficult)	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	

Common questions about anxiety

Q Why do I feel good one day and bad the next?

Everybody's moods go up and down. Sometimes we have a good day, sometimes we have a bad day. Very often these changes in mood are so small we don't notice them. When you have been feeling anxious or depressed you are sensitised to your own reactions. You are on the look out for any minor changes that might occur. When normal fluctuations occur, which you may have paid little attention to previously, you notice them.

This attention with its associated worrying thoughts means that those minor changes become exaggerated and magnified. Your mood tends to go up and down like a roller coaster with high peaks and low troughs.

To counteract this tendency, first you have to recognise that it is happening. They watch out for your thoughts. Are you allowing 'all or nothing thinking' or 'catastrophizing' to take place? Do you think when the day starts badly, 'oh no, today's going to be terrible, I might as well not bother. I'm not getting any better'? Challenge that thought and change it to, 'It's just a bad day, no more, no less. Everybody has them.'

Q How long do I need to keep practice going?

Sometimes when people confront a fear or phobia they expose themselves to the anxiety provoking situation once or twice and say 'I'm cured, I've cracked it', and then stop putting themselves back into that situation.

Research suggests that for a fear to be truly banished, you have to return regularly to the avoided situation, otherwise there is a tendency for the fear to return.

So keep practice going. Watch out for subtle avoidance when you say to yourself 'I've done it once again, I'm ok now, I don't need to do

■ Dealing with setbacks

Expect setbacks and you won't be disappointed. Be aware of saying to yourself: 'I'm fine now, everything is OK;'. Even when you are doing well expect a setback, Plan for it. When it occurs don't be demoralised; it is likely to be one step back but three steps forward. Setbacks come to instruct.



Positive self-statements for coping with anxiety

■ Preparation

It's not going to be as bad as I think

It won't last long and I can cope with it

I might enjoy it if I go

It's better to go than not go. Worry doesn't help

If I do get bad feelings, I know they won't last long and I can cope with them

I am getting better and need to rebuild my confidence

■ Coping

Concentrate on what is going on

This is just anxiety; it is an unpleasant feeling but I've never been ill

Concentrate on what I have to do

Remember to relax and think positive

The feelings always pass away

I can tolerate anxiety; I've managed many times before

I know I am going to be OK

The feelings are unpleasant but not harmful or dangerous

■ Praise

I coped with that

I did that well

I handled that; it should be easier next time

If I keep this up I'm going to get really good at this

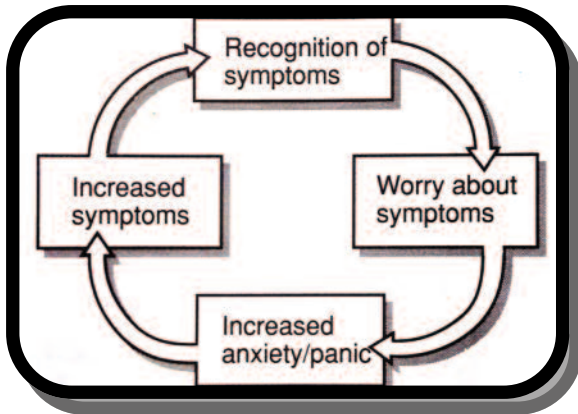
I can be pleased with the progress I am making

I achieved that; I'm getting better

This will be the first of many things that I can do

Distraction

Thinking about unpleasant symptoms will tend to make them worse. We begin the 'fear of fear' cycle, provoking further symptoms as well as preventing existing ones from disappearing.



It is difficult to simply turn your attention away from unpleasant feelings. To do so, two things are necessary.

- Be determined to not think about or dwell on the symptoms.
- Fill your mind with other things; distract yourself.



Distraction Techniques

1. *Mental games.* Doing puzzles, crosswords or other word games, reciting a poem, singing a song or counting backwards from one hundred, are all useful distraction exercises. The important thing is that they take your attention away from the panic thoughts.
2. *Environmental focus.* Concentrating on a specific detail of the world around you, for example, making words out of the number plates of cars or guessing what people do for a living. Focussing on the outside world will prevent you thinking about what is going on inside
3. *Using a bridging object.* This might be a photograph or a special brooch or a souvenir from a happy time. Looking at the object generates positive anxiety-reducing thoughts.
4. *Physical activity.* Giving yourself a task to do takes your mind off worrying thoughts, for example, handing out drinks at a party, changing the music, or washing up after a meal. On a more general level, keeping yourself physically active and mentally distracted from worrying thoughts by pursuing sporting activities is one of the best insulators against stress.
5. *Meditation.* Techniques derived from eastern meditation systems can also be very useful. Sometimes a mantra or a special words can be used. The meditator focuses the mind upon the mantra in an effortless, relaxed way and with practice can block out other thoughts and ideas and achieve a level of relaxation.

Coping with sleeping problems

Useful Information about sleeping

- There is no such thing as an ideal length of sleep. Some people need 10 hours, others need three. Napoleon, Churchill and Margaret Thatcher are all reported as only needing between three and four hours sleep a night.
- As you grow older you require less sleep. A person who had 10 hours at 20 years old may require five or less at 60.
- There is no danger in losing a few nights sleep. People often assume they will become ill, or their performance will be impaired. Both fears are usually groundless.
- Your body will take all the sleep it needs unless forcibly prevented.



Progressive muscle relaxation exercise

Sit or lie down in a comfortable position.
Relax yourself to the best of your ability.

Consider the various muscle groups one at a time, and aim to learn the difference between tight and relaxed muscles. Try constantly to concentrate on the feelings in the muscles as it goes from tight to loose.

Hands and arms

Clench your fists, and tense your arms; feel tightness in your hands and arms, then slowly relax them,. See how far they will go, but do not push. Do not hold on at all; let everything go.

Shoulders

Hunch your shoulders, then gradually let them settle down. Proceed as above.

Forehead

Pull your eyebrows together, then gradually let your forehead smooth out.

Eyes

Screw your eyes up tight, then gradually let them smooth out, leaving your eyes closed, feeling your eyeballs sink, and your eyelids droop. Let them get really heavy.

Jaw

Bite your back teeth together, then gradually ease off, and let your jaw get heavy.

Back of neck

Pull your chin forward on to your chest, feel tightness, then relax.



Front of neck

Pull your head back, feel tightness, then relax.

Breath

Slow and steady, letting yourself go each time you breathe out.

Tummy

Pull in your tummy tight, then gradually let it go, feeling it relax.

Thighs

Push your heels down hard against the floor, feeling the tightness in your thighs, then gradually let that go.

Calves

Point your toes, then gradually let that tightness go.

Let everything go further and further, and think about a really relaxing scene, for example lying in the grass by a river, under a warm sun and blue sky, or sitting by a fire in a big, comfortable chair. Feel yourself getting heavier and heavier.

Agoraphobia

Agoraphobia is a condition characterised by a complex mixture of fears, anxieties and avoidances. The syndrome has occurred throughout history, the word *agoraphobia* comes from the Greek and literally means ‘fear of the marketplace’.

The agoraphobic person usually experiences unpleasant physical symptoms of anxiety, mainly panic attacks. Some people have nervous systems which are more prone to having panic attacks. The person is inclined to worry about these attacks and to misinterpret their significance. Common thoughts are: ‘I’m going to die’, or ‘I’m going to have a heart attack’.

Following this experience, the person starts to avoid situations associated with these attacks. Situations which tend to be avoided are those that have an element of ‘entrapment’, and those that are a long way from a place of safety.

The initial panic attacks or experience of anxiety usually comes out of the blue, but behind it there are often a number of underlying stresses. The person may just be tired, or run down, or may just have ‘a lot on their plate’.

After the first panic attacks, a familiar vicious circle is likely to occur. The individual worries about having another attack, and is naturally inclined to avoid certain situations.

This worry and avoidance makes future attacks more likely.

The result is a loss of confidence and a feeling of insecurity. The more insecure the individual feels the more he or she is likely to avoid situations; thus the vicious circle gets established. Often the person can feel trapped within a ‘spiders web’ of avoidance.



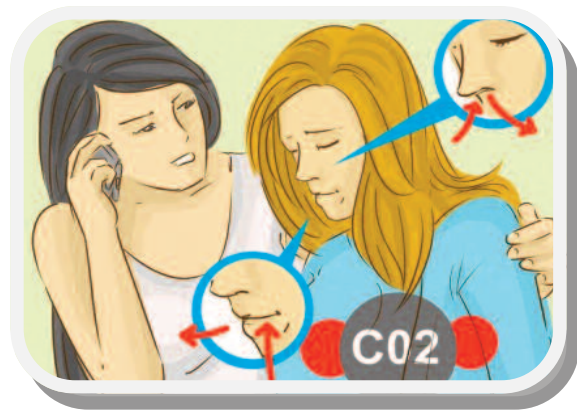
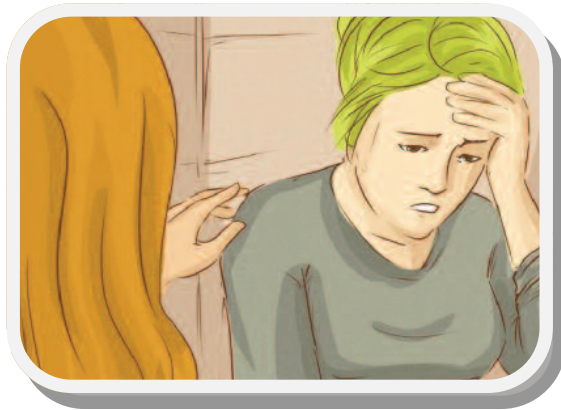
The key features in reversing this vicious downward spiral are:

1. Understand what is really going on.
2. Learning to gain some control over anxiety symptoms by acquiring new skills, such as relaxation, breathing exercises, distraction and positive self-talk.
3. Progressively confronting the situations previously avoided, in a graded manner.
4. Notice your confidence growing as you successfully manage more difficult situations. Build on this confidence—change your lifestyle.

Information about hyperventilation

What to do if you are with someone who is hyperventilating

1. Don't allow yourself to panic. Keep calm, because fear can be infectious.
2. Familiarise yourself with each of the procedures for controlling hyperventilation. Encourage the person to use the procedures. They may need reminding of what to do, so it may help to talk them through it.
3. Don't shout or raise your voice. It should be firm but quiet. Speak slowly.
4. Comfort them physically: a hand gently cupping the back of their neck, or your arm loosely placed around their upper back may be very soothing.
5. They may become very emotional. Don't get into an argument by disagreeing with what they may be saying. Repeat calming and encouraging statements, such as, 'Just re breath your own air... your going to be alright... that's it, just drop your shoulders...relax'.
6. Afterwards, treat as if for shock, with rest and a sweet drink.



Voluntary hyperventilation

If you find it difficult to believe that the terrifying symptoms experienced during a panic attack can be caused by hyperventilating, try a little experiment.

Deliberately breath quickly and deeply through your mouth and nose for 30 seconds and list the symptoms that you have experienced.

It is reassuring to have a paper bag handy for the rebreathing exercise if symptoms are particularly unpleasant.

This exercise is useful to show how you can both start and stop, and so control these unpleasant symptoms.

This experiment is not dangerous but it is probably more helpful to do it with somebody else.

Procedures for controlling hyperventilation

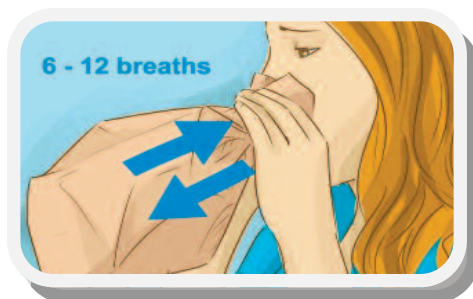
Catching it early

If it has happened to you before, you may be able to identify the warning signs, for example, a stifling feeling as if the window should be open, tightness in the chest, or noticing your breathing is fast. These should be your cue to:

- Stop whatever you are doing and try to find a quiet place to sit down.
- Close your eyes and focus on the word 'calm' in your mind.
- Try to release some of the tension in the upper body. Sitting in a tense hunched-up position increases the possibility of hyperventilation. Dropping shoulders in a sideways widening direction makes hyperventilation more difficult since the chest and diaphragm muscles are stretched outwards.
- Breathe slowly from the stomach, not the chest. Breathe in to a count of four slowly and out to a count of four slowly. Or visualise your breathing in as going up one side of a hill, experiencing a plateau at the top and then breathing out as though coming down the other side.
- It may also help to place your hands with your fingertips together on your stomach, make sure that each time you breathe in, your fingertips come apart.
- Concentrate on breathing out.

The re-breathing technique

If your symptoms don't go away after a few minutes it is probable that you haven't caught it quickly enough, and you will need to use the re-breathing technique. This involves breathing in the air you have just breathed out. This air is richer in carbon dioxide and will thus quickly replenish the carbon dioxide you have been exhaling.



It is even better to use a paper bag (Not polythene) over your nose and mouth instead of your hands, if circumstances allow. Adjust your posture so that your elbows are on a level with or above your shoulders. (This makes it difficult to over breathe).

- ▶ Make a mask of your hands and put them over your nose and mouth and keep them there.



- ▶ Breathe in through your nose (if possible).
- ▶ Breathe out hard through your mouth.
- ▶ Breathe your own exhaled air.
- ▶ This should be done slowly and without holding your breath. Repeat four or five times (no more).
- ▶ All the time try to stay calm and relaxed.

Acute hyperventilation

Hyperventilation means over breathing, that is breathing in excess of your body's needs.

Acute hyperventilation is very common during panic attacks. This is understandable because some degree of over breathing is part of the body's normal response to threat.

Its function is to supply the muscles with more oxygen for 'flight' or 'fight'. It often happens after a combination of strong emotion (fear, excitement, anger etc.) and physical exertion, though either can bring it on.

If the extra oxygen isn't needed by the muscles, the effect can be dramatic and terrifying and can cause the following symptoms:

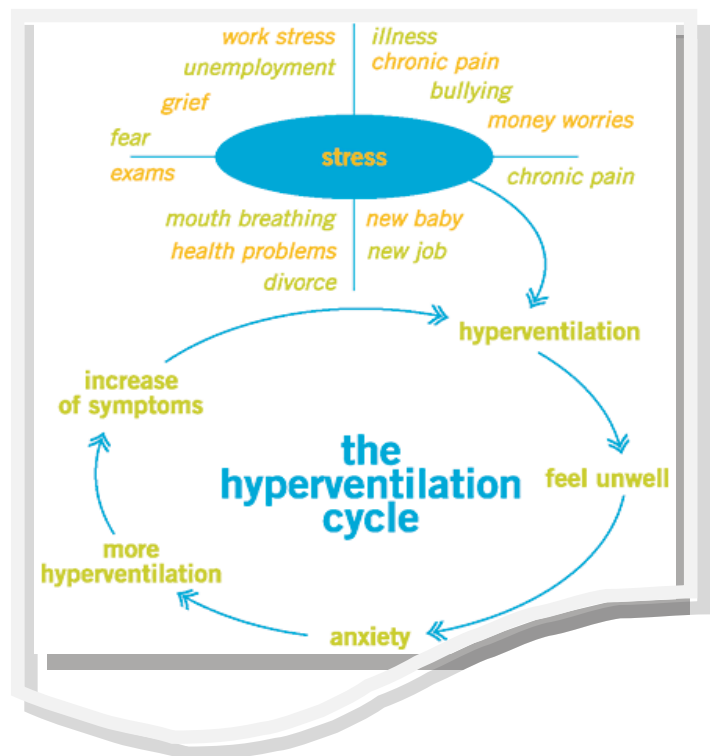
- Rapid breathing, but difficulty in getting breath
- Tightness in the chest
- Very rapid heartbeat
- Tingling or numbness
- Sudden emotional outbursts, eg. crying
- Feeling of faintness
- Feeling of unreality
- Visual problems
- Rigid muscles, cramps
- Sweating
- Feeling too hot or too cold

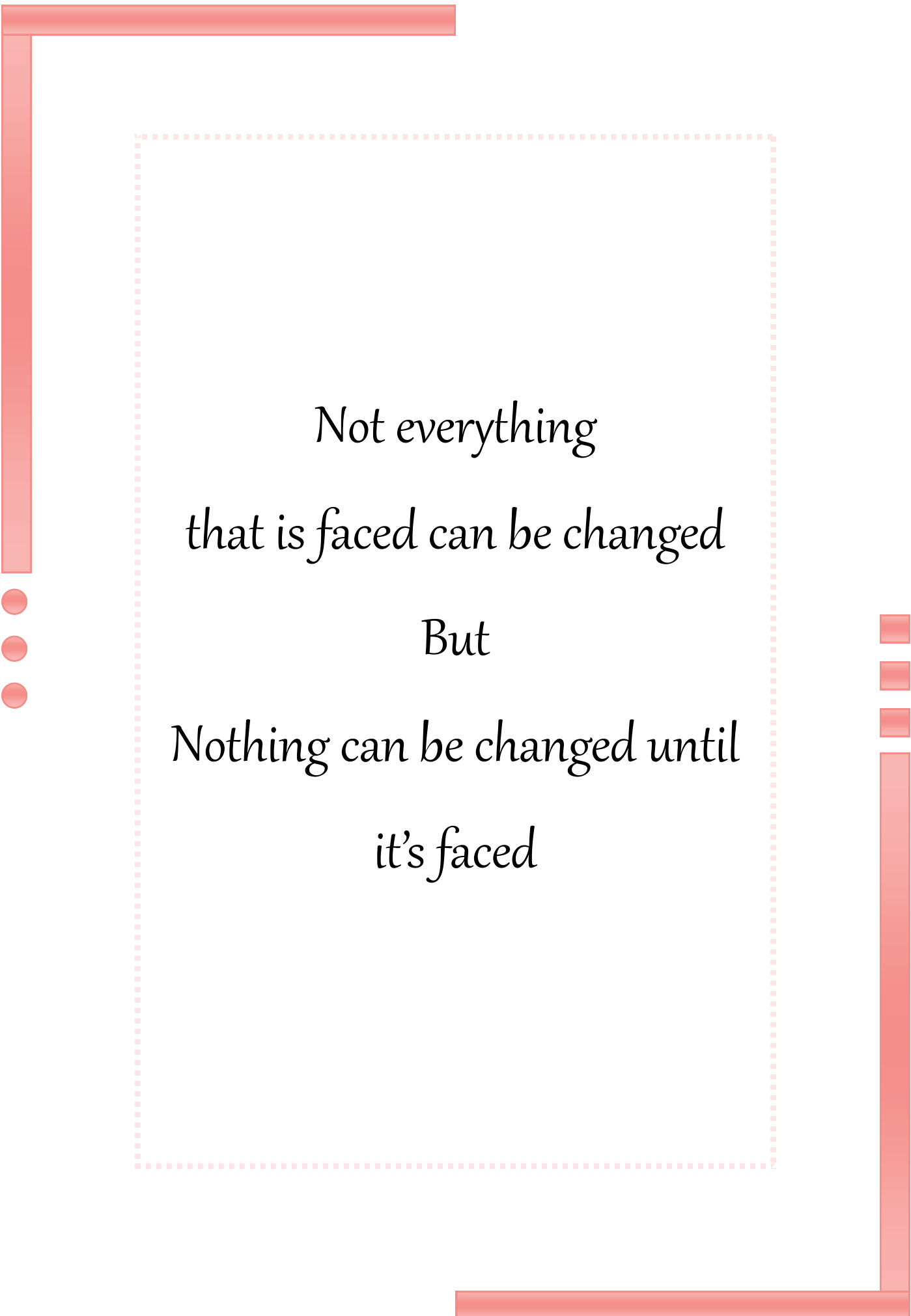
When you begin to over breathe, the balance of gases in the lungs is upset.

Breathing in an excess of air too frequently pushes out the carbon dioxide, which normally forms a reservoir in the lungs. Because there is too little carbon dioxide in the lungs, the blood becomes more alkaline, which causes the above symptoms. It is important to remember that the symptoms are the effects of too little carbon dioxide.

Two things are necessary; to stop over breathing, and get enough carbon dioxide back into the lungs. A general point to remember is that hyperventilation produces symptoms which are very frightening in themselves. These can cause more over breathing.

It is very important to break this vicious cycle of hyperventilation, leading to stress, by learning to control your breathing.





Not everything
that is faced can be changed

But
Nothing can be changed until
it's faced

Look within,
and listen to your heart,
you can do it.
You can reach your goal.
You can make that new reality
instead of accepting things
the way they used to be.

You can do it

All of your highest hopes are with you.
Nothing will hold you back but your own fears,
and if those fears were created
by you, they can be
dealt with by you,
and said good - bye to.

You can do it

Say it to yourself, and believe it
in your heart.
Make every single day
a positive start
leading to a better and
brighter tomorrow.

You can do it

You really can

For those in doubt

Have confidence in yourself to do
what you think is right.

Fear not what others might say.

Press ahead with determination and dignity.

Strive with all the energy you have.

Ignore criticism from those who cannot see.

Have the strength to pursue your vision
and in the end you will achieve your goal.

For what is right will succeed.

It is then that others will learn from what you have
done and make it all worthwhile.

I AM EQUAL

I have the right to express my feelings

I have the right to express my opinions and beliefs

I have the right to change my mind

I have the right to say 'I don't understand'

I have the right to decline responsibility for other
peoples problems

I have the right to make reasonable requests of others

I have the right to be listened to and taken seriously

I have the right to make mistakes and feel comfortable about
admitting to them

I have the right to be illogical in making decisions

I have the right to say 'I don't care'

I have the right to be miserable or cheerful

