



# Let's Get Real With Resolutions

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*Solutions for*  
**FOCUS** and **BURNOUT**



# 8 in 10 Employed Americans are Stressed

Up 10% in just ONE YEAR!

According to Work Stress Survey

70% are Disengaged

According to Gallup Poll



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# Increased Demands, Endless Tasks & Never Enough Help



Image Source: Inc.com

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# You Have to Perform Like a Squirrel on Caffeine to Keep Up With the Demands!



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# To Lighten the Subject a Bit



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# The 12 Stages of Burnout



## STAGE 1 – Excessive Ambition

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# The 12 Stages of Burnout

**STAGE 2 – Push Yourself  
to Work Harder**



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# The 12 Stages of Burnout



**STAGE 3 – Neglecting  
Personal Care & Needs**

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## STAGE 4 – Displacement of Conflict



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**STAGE 5 – Changes in Values  
to Validate Self Worth**

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## STAGE 6 – Denial of Problems & Blame



image source: motifake.com

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## STAGE 7 – Social Withdrawal

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# The 12 Stages of Burnout

## STAGE 8 – Obvious Behavior Changes



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image source: motifake.com

## STAGE 9 – Confusion of Identity

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**STAGE 10 - Inner  
Emptiness**



# The 12 Stages of Burnout



**STAGE 11 – Depression  
Sets in**

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# The 12 Stages of Burnout

**STAGE 12 – Mental or  
Physical Collapse**



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# How do we end the cycle?



What if we could alter...

- How we see ourselves?
- How others perceive us?
- How we process challenges and manage our day?

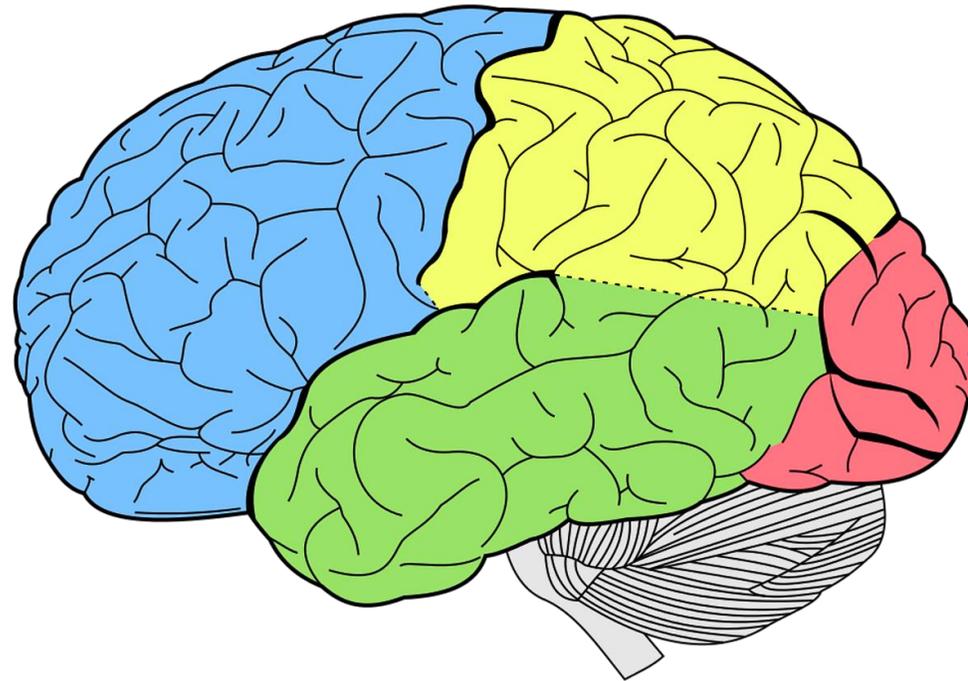
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# Stress, Burnout & Physiology

Fight or Flight Response → Adrenaline & Cortisol  
Frontal Cortex (Executive Center) Becomes Paralyzed



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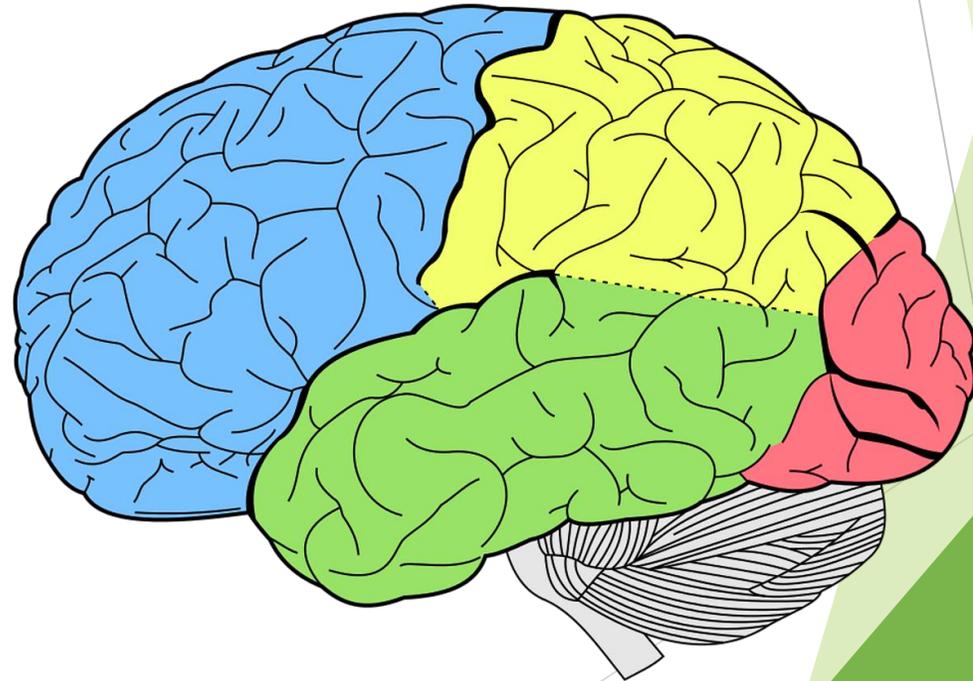
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# Stress, Burnout & Physiology

Chronic Stress or High Stress Raises Cortisol  
Frontal Cortex (Executive Center) Becomes Paralyzed

Reduced Attention  
Lower Perception  
Emotional Distress  
Poor Nutrition  
Sleeplessness



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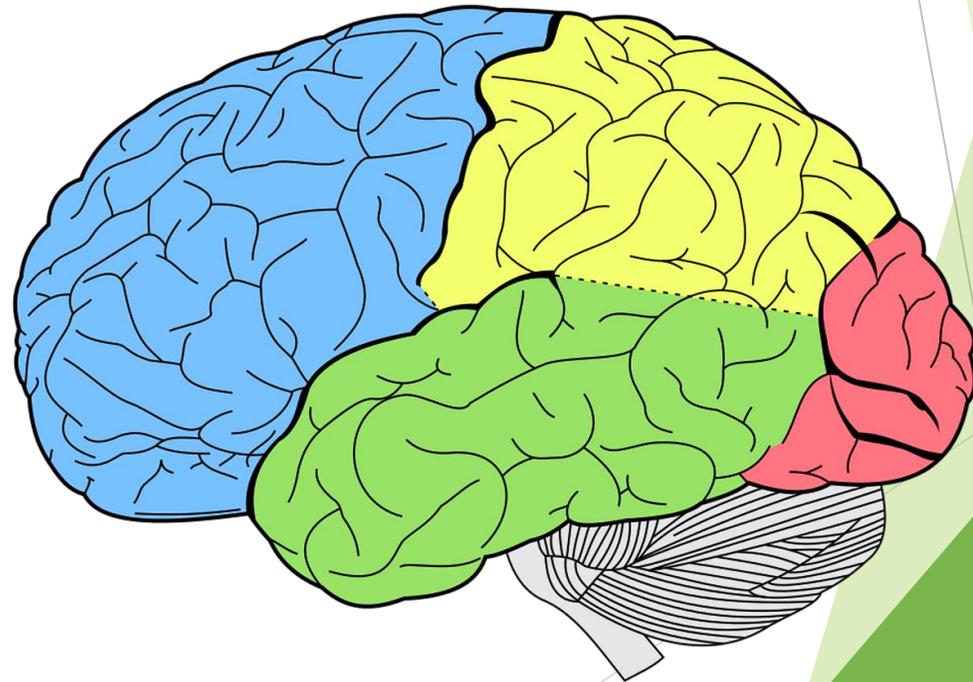
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# Stress, Burnout & Physiology

Chronic Stress or High Stress Raises Cortisol  
**Cellular Changes in the Brain**

Shrinks Hippocampus  
(memory center)  
Amygdala Hijack  
(emotional center)

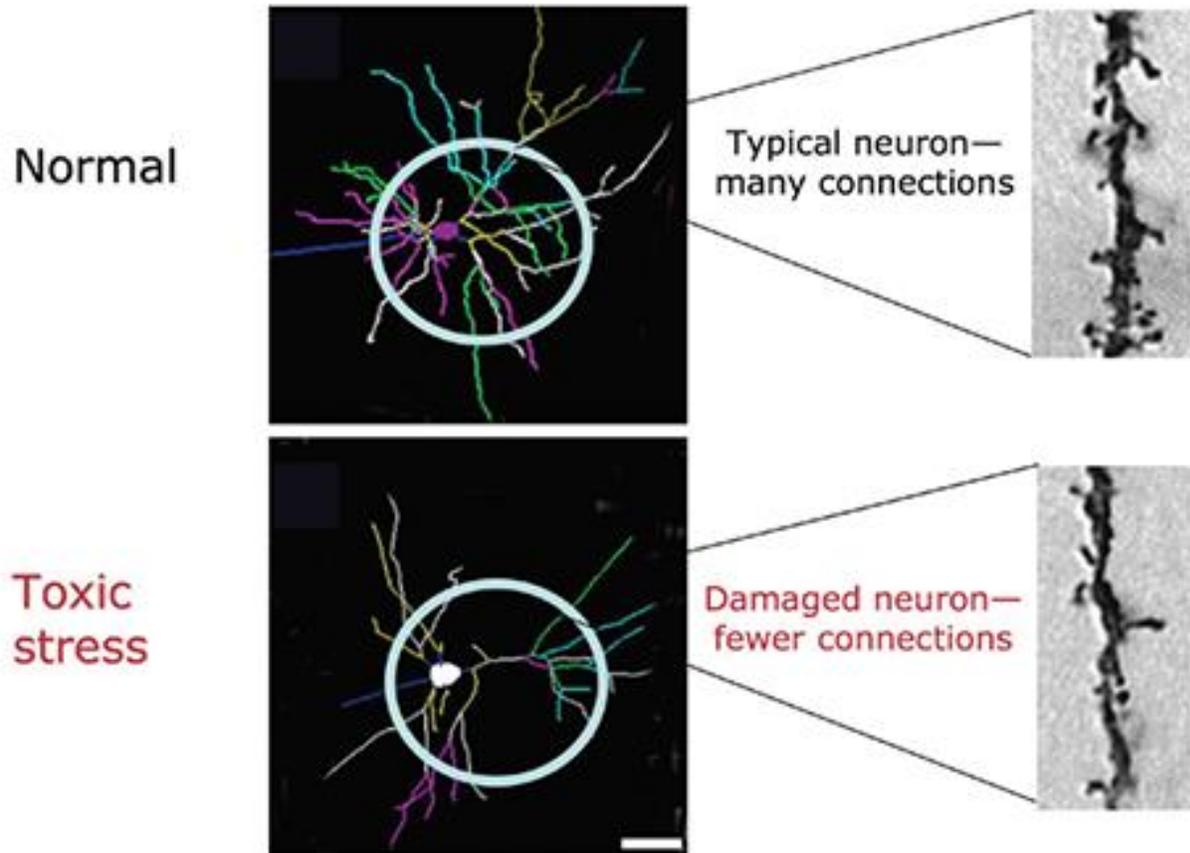


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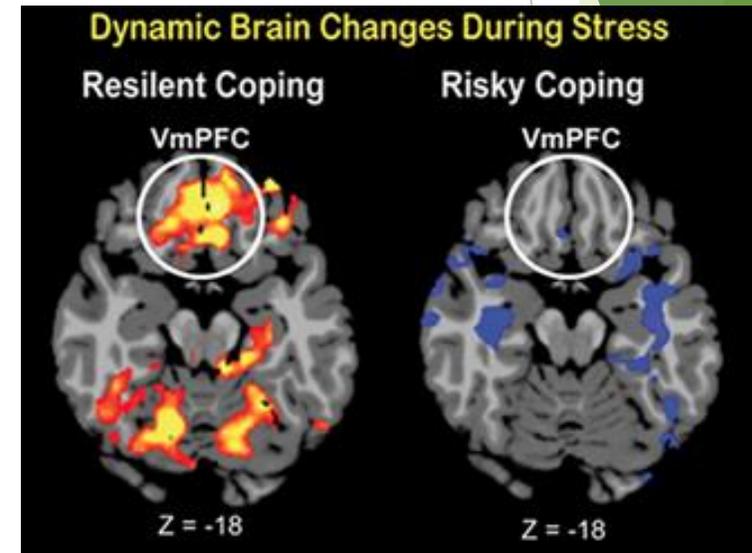
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# Persistent Stress Changes Brain Architecture



Prefrontal Cortex and  
Hippocampus



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# The Effects of Negativity Meditation on Fear, Bad Feelings & Stressors

Days = Mood



Months = Temperament



Years = Personality Trait

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# Six Keys to Avoid Burnout



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# Six Keys to Avoid Burnout

**Take control!**

**Exercise and Respite**

**Learn Ways to Manage Stress**

**Make a Written Plan**

**Prioritize Your Life & Job**

**Sow into the Lives of Others**

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**THE COMMON DENOMINATOR - Will you REIGN or just MAINTAIN?**

Investing in **WHO YOU ARE** will yield massive improvement in ALL 6 AREAS LISTED. Yet the vast majority SKIP the "YOU" and expect success by simply maintaining the other 6... Result?... **Frustration & Burnout**

[ipvconsulting.com](http://ipvconsulting.com)

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Things I  
Can't Control

Things I Can  
Control

Choices/Actions  
of Others

Feelings/Opinions  
of Others

Adversity and  
Societal Chaos

VS

My Choices &  
Actions

My Attitude &  
Behavior

My Schedule &  
Efforts

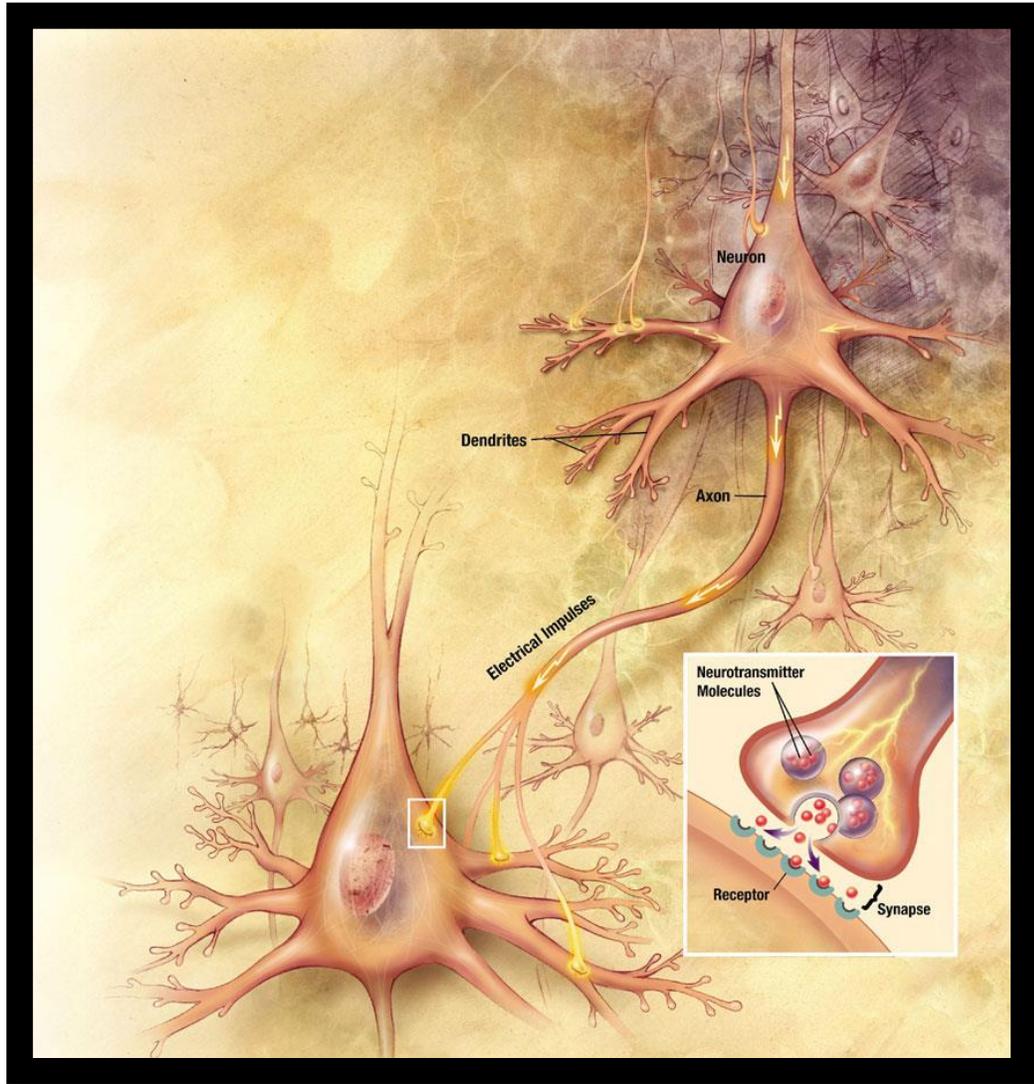
My Response to  
Adversity

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# Retraining Your Brain



Changing Mindsets  
New Neural Pathways

400 Billion Actions P/S  
1,000 Trillion Synaptic

Neural Pruning

60,000 Thoughts Per Day

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# CASE STUDY

## "Janice"



**27 Yrs Administrative Asst.  
for One Company  
400 Employees  
Passed Over 3+ Times  
Feeling Invisible  
& Burned Out**

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# CASE STUDY

"Janice"



Made a Decision  
Invested in  
**HERSELF**  
Intrinsic Growth  
Extrinsic Learning

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**3 wks – Co-Workers Noticed**

**5 wks – Bold Steps**

**12 wks – Orientation Program Launched**

**1 Yr – Orientation & Prof Development Team Leader**

**2 Yrs – Executive & Employee Mediator**

**2.5 Yrs – Training for Exec Leadership**



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“All personal breakthroughs begin with a change in beliefs.”

— Anthony Robbins

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# The Power of Your Inner Life



- Jim Carrey
- Olympian Training
- "As a man thinks, so is he"
- The Power of YOUR MIND



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**Henry Ford said,  
“If you believe you can or  
if you believe you can’t,  
. . . You’re right.”**



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# Restoring Focus Reducing Stress



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# Take Control - Brain Dump & Prioritize!



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# Prep for the Week & Then for the Day!

15 Minutes Friday  
5 Minutes at each  
Day's End

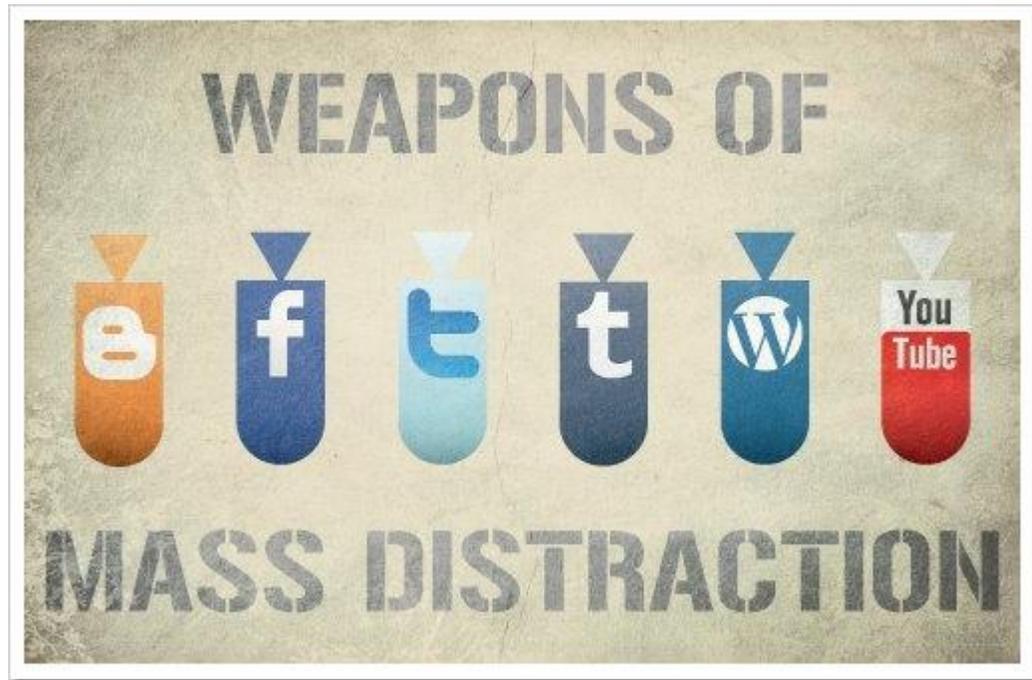


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# Create a Distract Free Zone



Shut OFF Alerts  
Schedule Check Times

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# Negative Addictions

**Ask Yourself:**  
Benefits?  
Use of Time?  
Effects on YOU?



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# Intentional Thinking



- Motivation & Growth DAILY!
- Stick to Core Values or Vision
- Stay Detached

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# Don't have time?

12,000 Miles per year = 2 Yrs College Education

10 Minutes per day = 20 – 200 pg Books per Year



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# Meditation on Fear, Bad Feelings & Stressors

Days = Mood



Months = Temperament



Years = Personality Trait

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# Meditation on Love, Gratitude & Success

Days = Mood

Months = Temperament

Years = Personality Trait

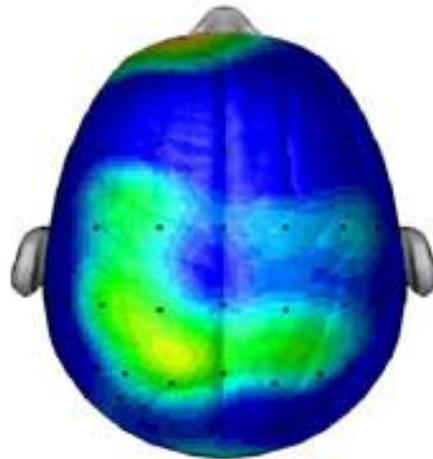
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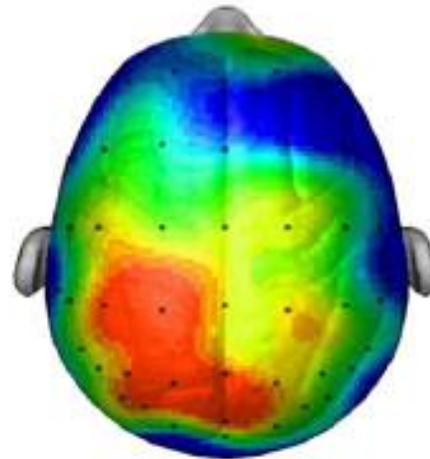
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# Walk Break Every 60-90 Minutes

**BRAIN AFTER  
SITTING QUIETLY**



**BRAIN AFTER 20 MIN  
WALK TRIGGERING  
ENDORPHINS**



Scan compliments of Dr. Chuck Hilman University of Illinois

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# Evaluate Length of Meetings



Why 1 Hour?

Why not 15-30 Minutes?

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# Hold Standing Meetings

Standing meetings  
Are interactive and  
Get to the point!



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# Schedule Walking Meetings

**WALKING MEETINGS?**  
AMERICAN EXPRESS TUMBLR.COM

**3 REASONS TO WORK THEM INTO YOUR SCHEDULE**

1. CAN MAKE YOU MORE PRODUCTIVE
2. CAN HELP YOU DE-STRESS
3. CAN INCREASE ENERGY & FOCUS

**5 SURPRISING THINKERS WHO SWORE BY THEM**

ARISTOTLE	SIGMUND FREUD	STEVE JOBS	HARRY S. TRUMAN	CHARLES DICKENS
instructed students while strolling about—which fits with his students' being called "Peripatetics."	conducted walking consultations and analyses. Freud conducted his first training analysis through a series of evening walks.	made a habit of the walking meeting, especially for first encounters.	woke up at five in the morning for a "vigorous" walk of a mile or two, "wearing a business suit and tie!"	frequently walked around 20 miles a day and often did so at night. Walking was a means of both observing the cities around him and de-stressing.

INSPIRED BY NILOFER MERCHANT'S TED TALK  
SOURCE: BLOG.TED.COM  
BY JESSICA OGDON ON  
TED



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# Turn "To-Do's" into Scheduled Tasks



Be **REALISTIC** about Time Allotments

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# Work on BIG Tasks EARLY



To Avoid Daily DISTRACTIONS

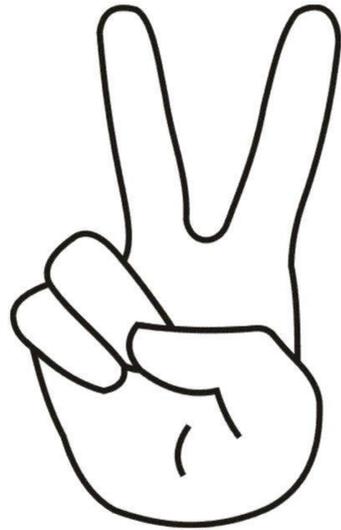
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# The TWO Minute Rule

The **2**  
Minute  
Rule



If a task takes less than 2 minutes, finish it immediately!

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# Accountability



Share your goals and intentions with someone.  
Just verbalizing commits you.

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# Practice Compassion

"People don't care about how much you know until they know how much you care." - Theodore Roosevelt



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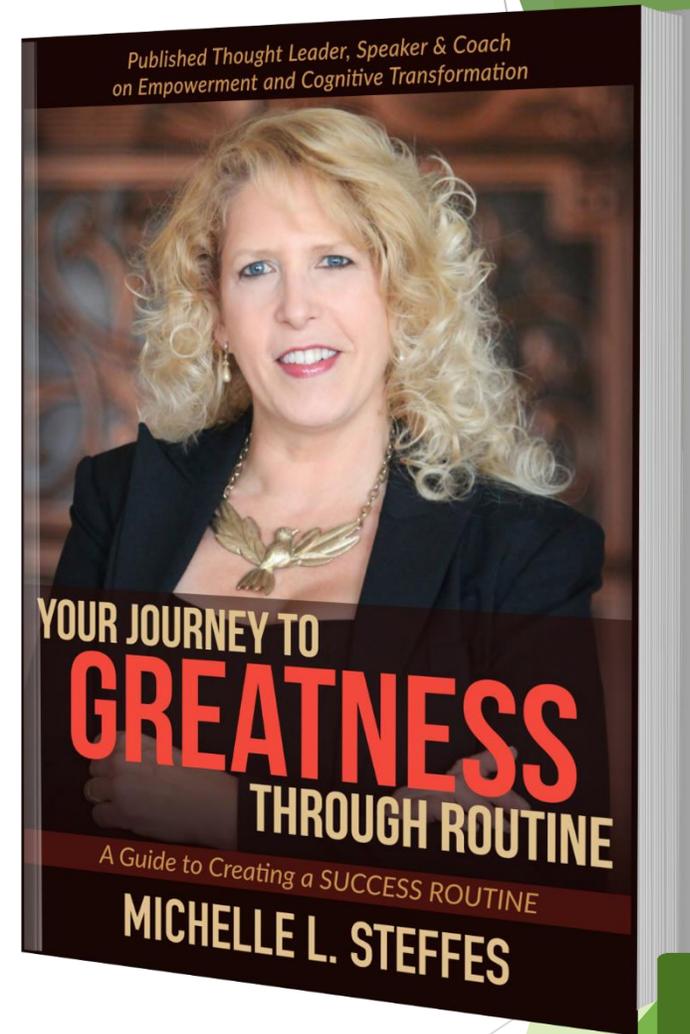
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# ACCOUNTABILITY - REVIEW

NAME: \_\_\_\_\_  
EMAIL: \_\_\_\_\_

**MJS** REVIEW: WRITE IN 1 or 2 INSIGHTS  
YOU WILL APPLY & RECORD IT  
(i.e. photo or written)

\_\_\_\_\_

\_\_\_\_\_

Insights Covered: 12 Stages of Burnout – Stress & the Brain – Take Control – Prioritize – Make a Plan – Exercise – Retrain Your Brain – Brain Dump Lists – Distractions – Negative Addictions – Intentional Thinking – Creative Meetings – 2 Min Rule - Accountability

- Write Your Name and Email Address
- **One or Two** insights that you will apply
- **Make a note of it**

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