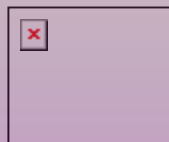
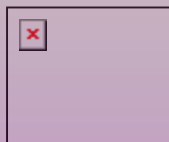


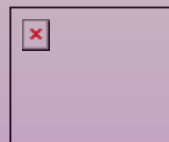
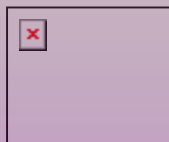
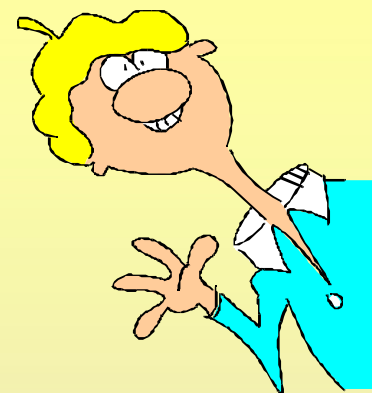
# 第二屆香港校長研討會 2006

處理壓力!  
增強韌力!

梁天明博士



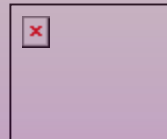
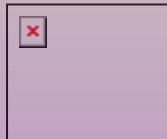
# 各位你好！



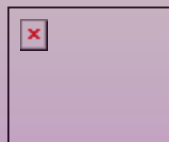
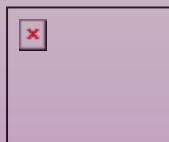
# Work-Life Balance



- ☑ Stress Management
- ☑ Time Management
- ☑ Balance of Diet



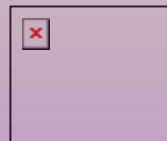
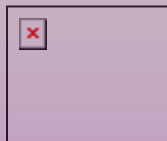
# 壓力是甚麼？



認識壓力，

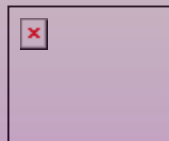
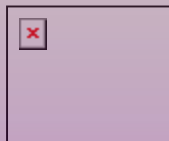
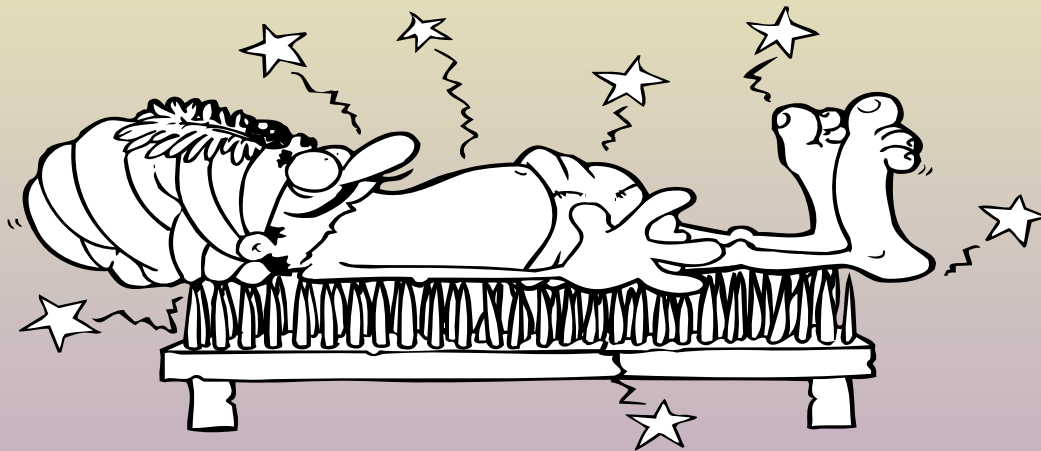
戰勝壓力，

主宰壓力!!!!!!



試想像

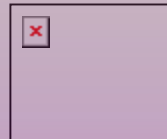
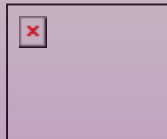
假如我.....?!



## Situation 1



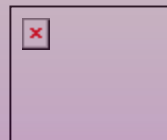
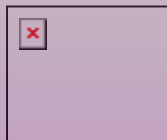
**Amount stressful jobs, few are more onerous or cause more strain than the air traffic controller's (Spielberger, 1979)**



## Situation 2



**All smiles - but in some of them it is the rictus of extreme terror. (Spielberger, 1979)**

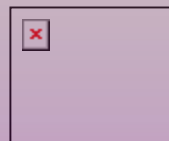
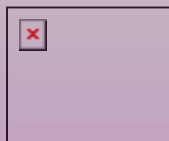




## Situation 3



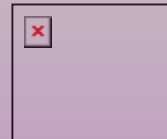
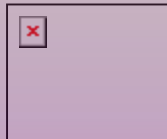
**The stuff of recurring nightmares long after the war is over.  
(Spielberger, 1979)**



## Situation 4



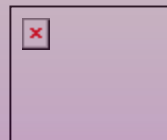
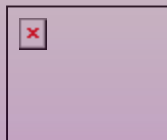
**'Which way is east ?' - disorientation can rapidly produce high levels of anxiety.  
(Spielberger, 1979)**



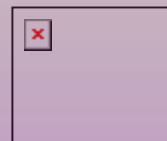
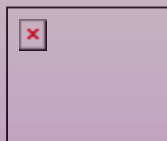
## Situation 5



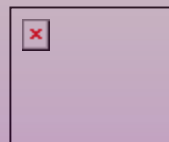
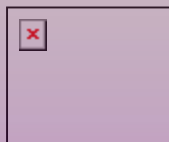
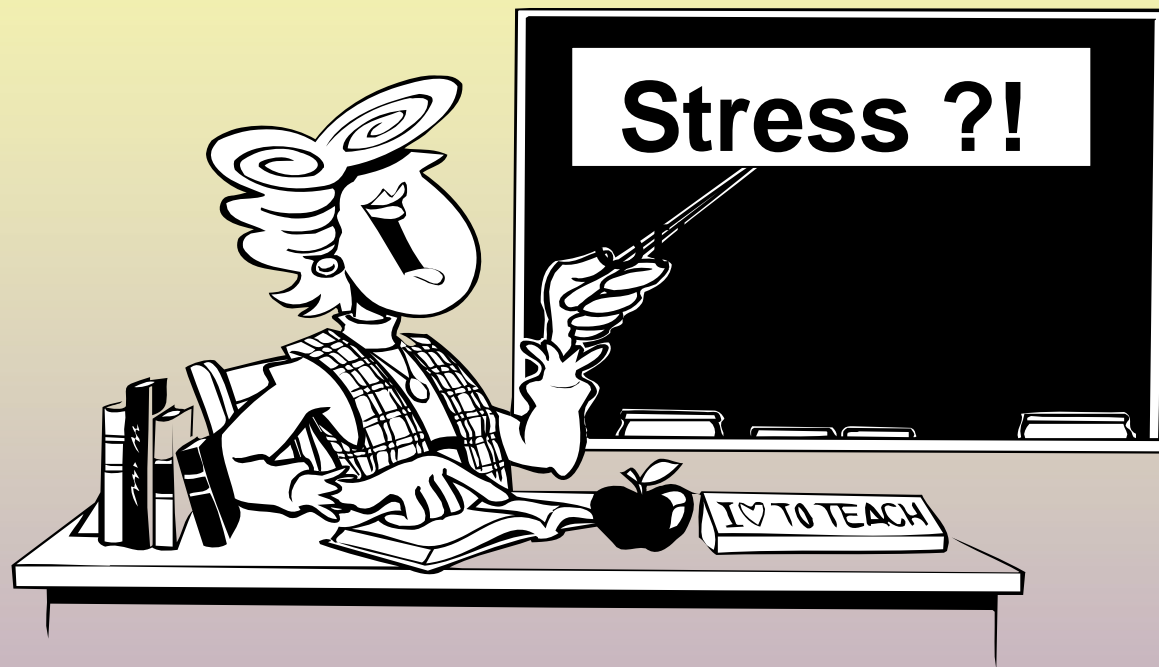
**Cornered ! A classic instigator of high tension in the victim.  
(Spielberger, 1979)**



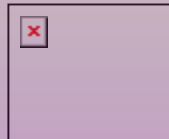
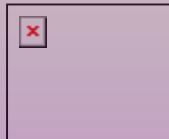
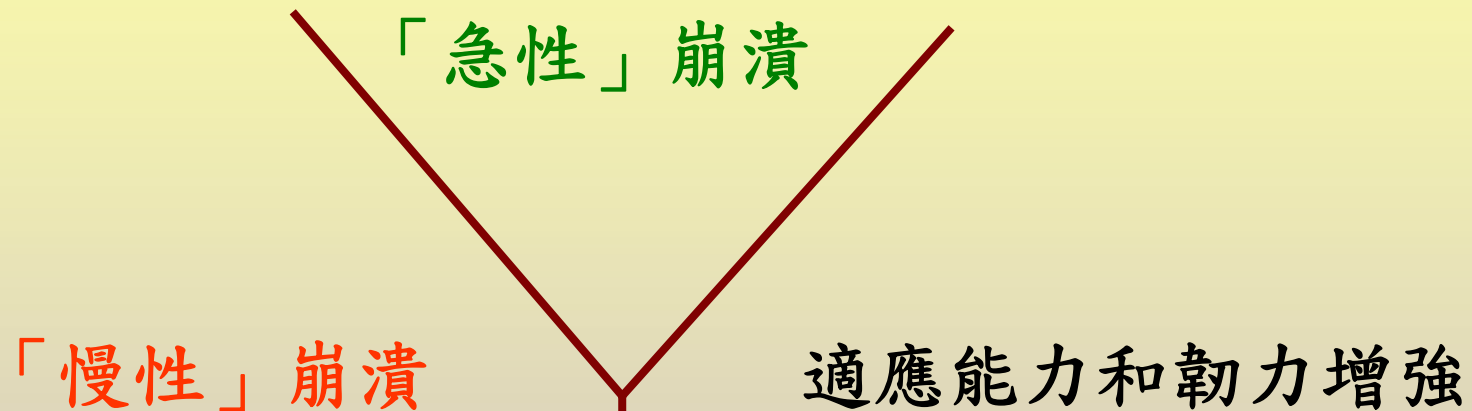
## Situation 6



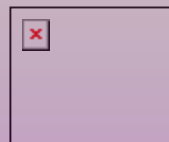
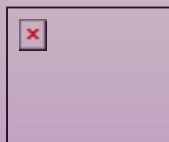
# 壓力是：



# 壓力的三種不同後果：



# 人生沒有壓力，可以嗎？



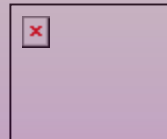
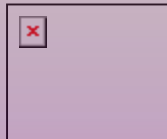
# 如果沒有了壓力，會怎樣呢？



身體方面

健康方面

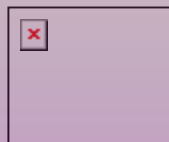
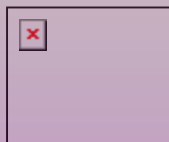
心境 /  
思想方面



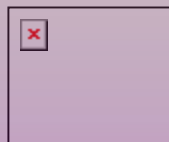
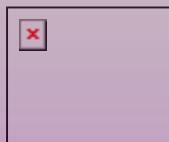
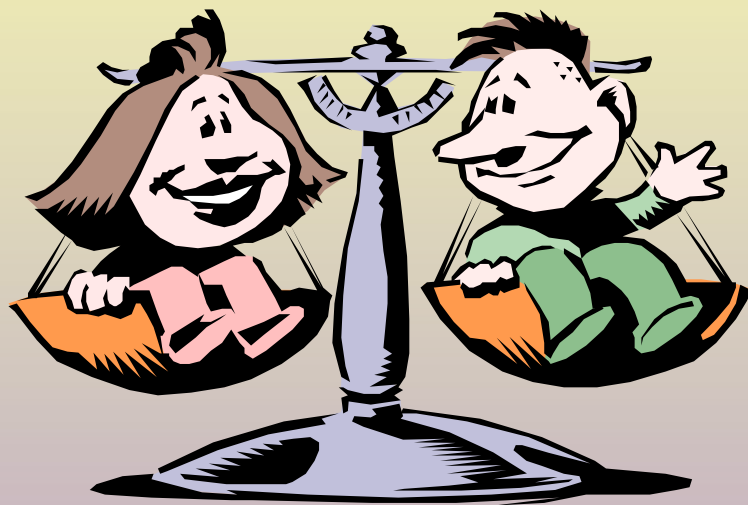


# Welcome Stress

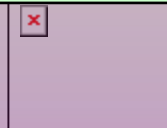
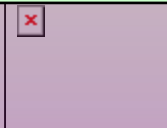
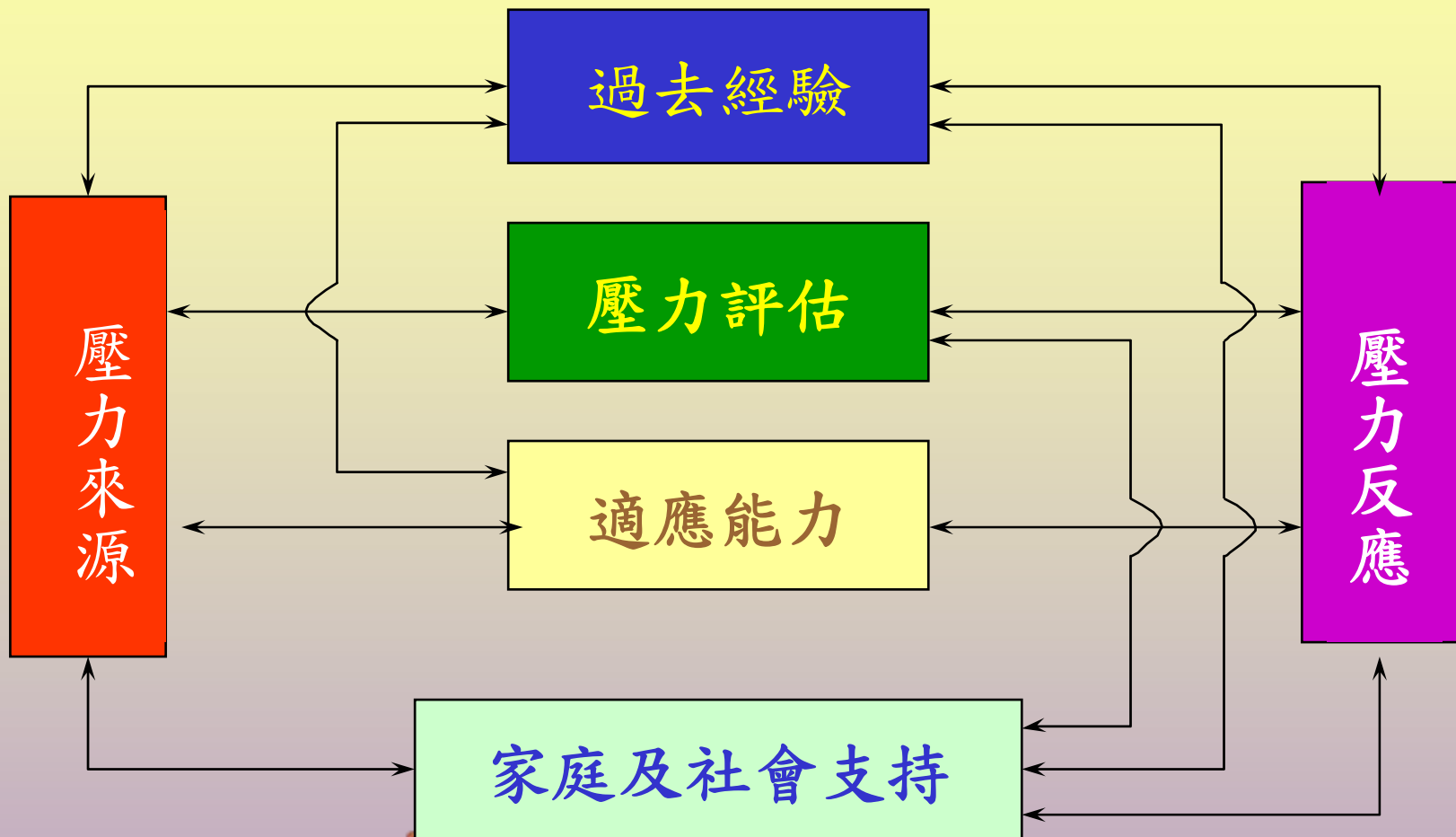
以積極態度面對、接受和「歡迎」壓力



# 那麼，究竟壓力是甚麼？

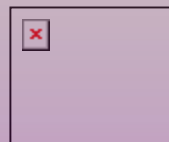
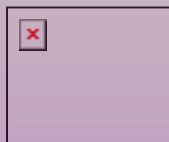


# 壓力綜合模式

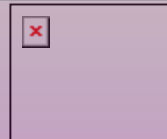
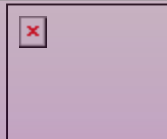
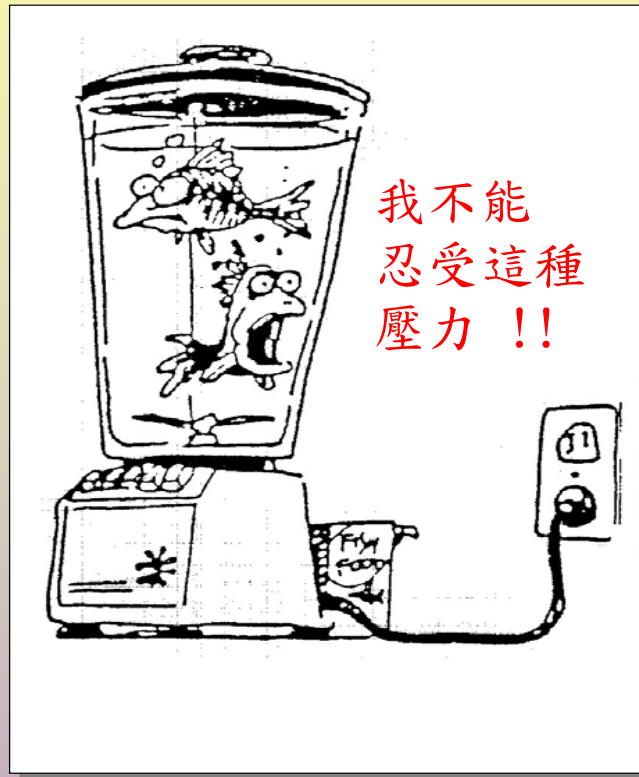


# 壓力：

壓力不是一個「公式」，也  
不是一個靜止的狀態；而是  
一個充滿機動的過程。



# 我面對多少壓力？ 我的心態和適應能力怎樣？



# DASS Answers Sheet (Lovibond & Lovibond, 1995)

## 填表說明:

請小心閱讀以下每一句子，並在其右方圈上一數字，表示在以往如何普遍適用於你。請不要花太多的時間在某一句子上。

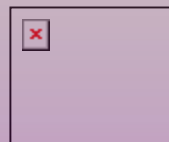
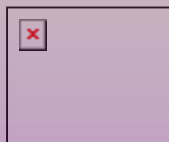
## 評估量表:

**0 =** 不適用

**1 =** 頗適當，或間中適用

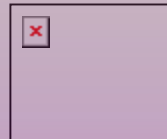
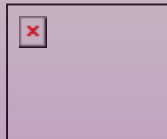
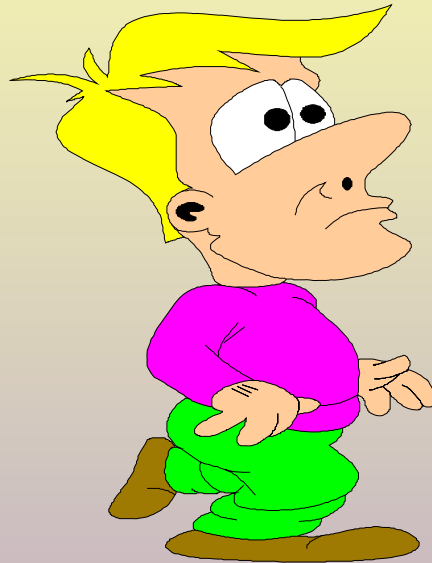
**2 =** 很適用，或經常適用

**3 =** 最適當，或常常適用



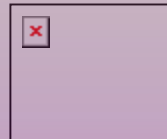
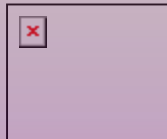
1. 我發覺自己為很細微的事而煩惱

I found myself getting upset by trivial things



## 2. 我感到口乾

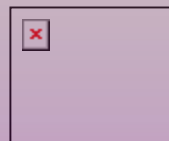
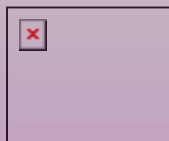
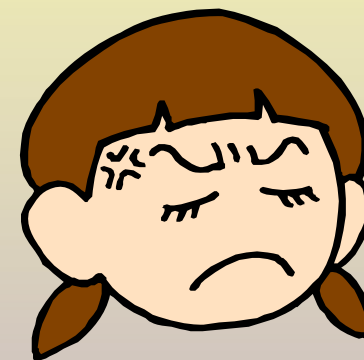
I was aware of dryness of my mouth





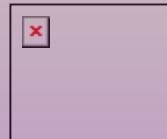
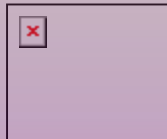
**3. 我好像不能再有愉快、舒暢的感覺**

**I couldn't seem to experience any positive feeling at all**

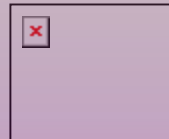
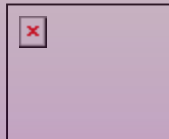
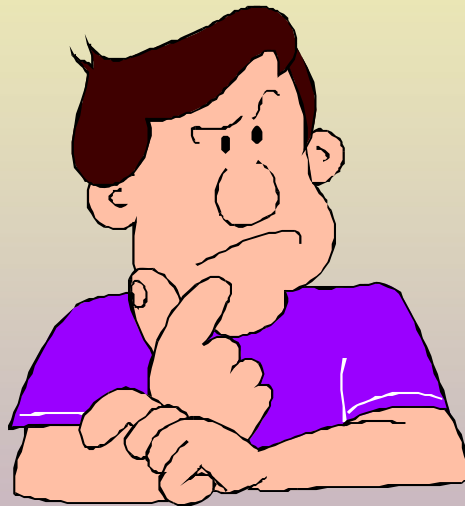


4. 我感到呼吸有困難(例如呼吸過促，氣喘)

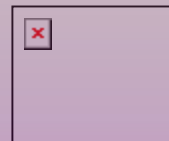
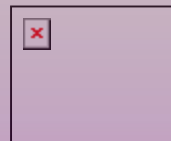
I experienced breathing difficulty (e.g. excessively rapid breathing, breathless in the absence of physical exertion)



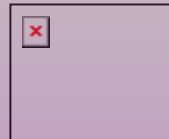
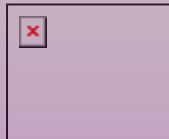
**5. 我真的好像提不起勁  
I just couldn't seem to get going**



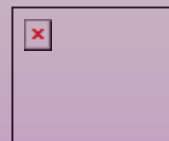
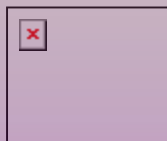
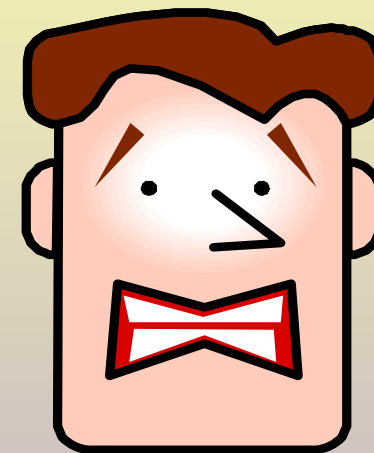
**6. 我對事情往往作出過敏反應**  
**I tended to over-react to situations**



**7. 我感到身體打震(如有腳軟的感覺)  
I had a feeling of shakiness (e.g. legs  
going to give way)**

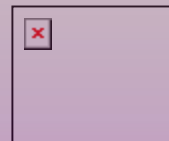
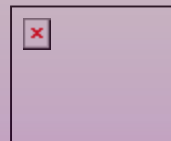


**8. 我感到很難放鬆自己**  
**I found it difficult to relax**

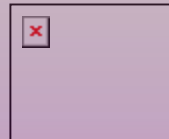
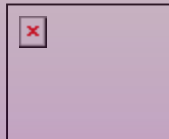


9. 我發覺自己在某些場合非常緊張、極渴望立刻離開，鬆一口氣

I found myself in situations that made me so anxious I was most relieved when they ended

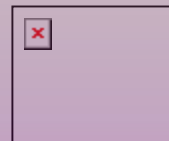
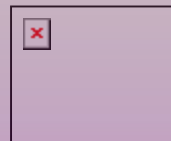


**10. 我發覺自己沒有甚麼可盼望將來  
I felt that I had nothing to look  
forward to**

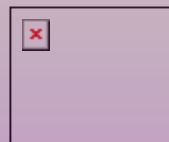
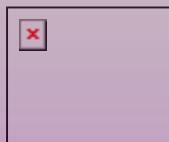




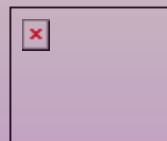
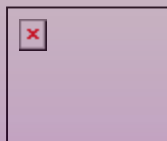
**11. 我發覺自己很容易感到不快**  
**I found myself getting upset rather easily**



12. 我覺得自己消耗很多精神  
I felt that I was using a lot of  
nervous energy

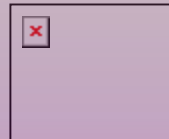
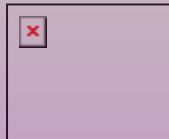


# 13. 我感到憂愁悲哀 I felt sad and depressed

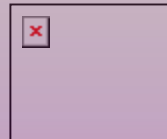
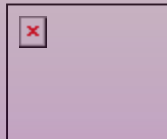
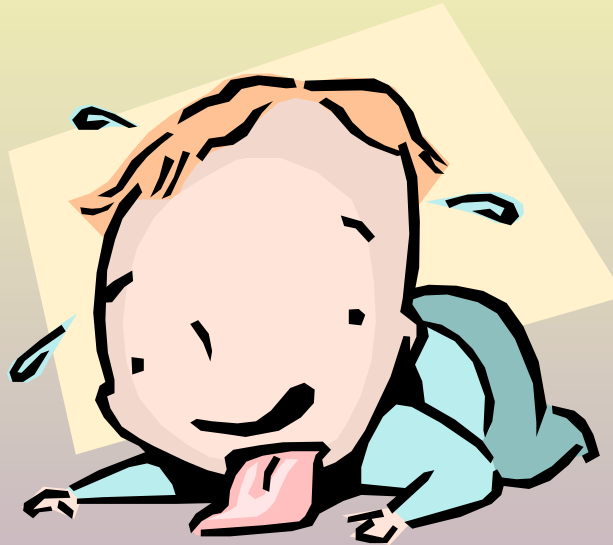


14. 若受到阻延(例如交通擠塞  
我會感到很不耐煩)

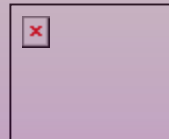
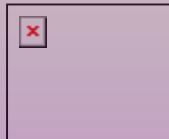
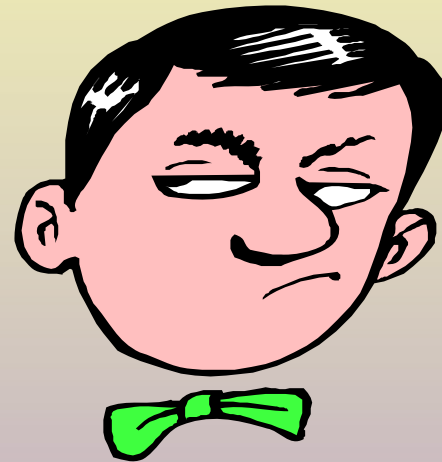
I found myself getting  
impatient when I was  
delayed in any way (e.g.  
lifts, traffic lights, being  
kept waiting



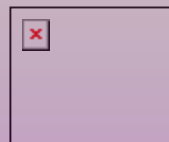
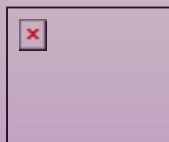
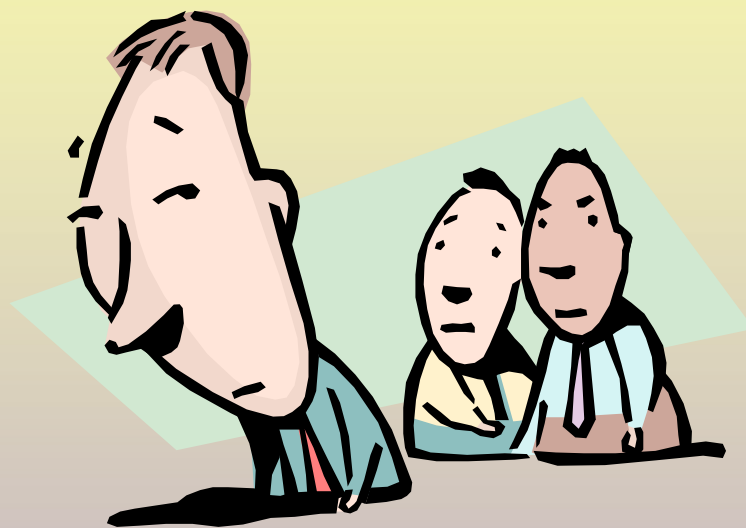
15. 我有暈眩的感覺  
I had a feeling of faintness



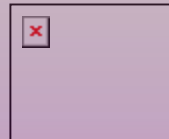
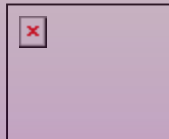
**16. 我感到對所有事情都失去興趣**  
**I felt that I had lost interest in just**  
**about everything**



# 17. 我覺得自己不怎麼配做人 I felt I wasn't worth much as a person

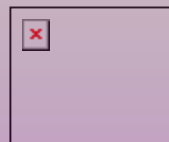
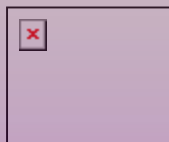


**18. 我發覺自己很容易被觸怒**  
**I felt that I was rather touchy**



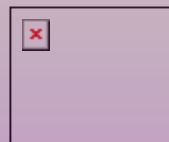
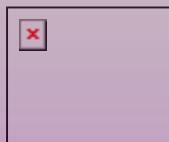


**19. 我無故流汗(例如手腳冒汗)  
I perspired noticeably (e.g. hands  
sweaty) in the absence of high  
temperature or physical exertion**



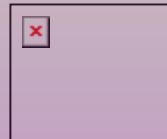
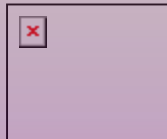
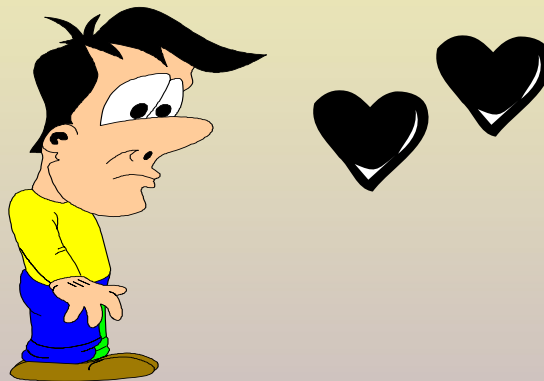
## 20. 我無緣無故地感到害怕

I felt scared without any good reason

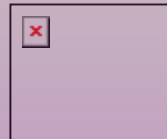
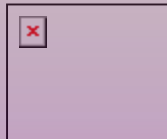


# 21. 我感到生命沒有價值

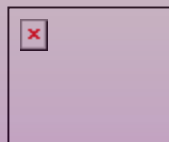
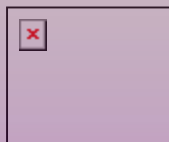
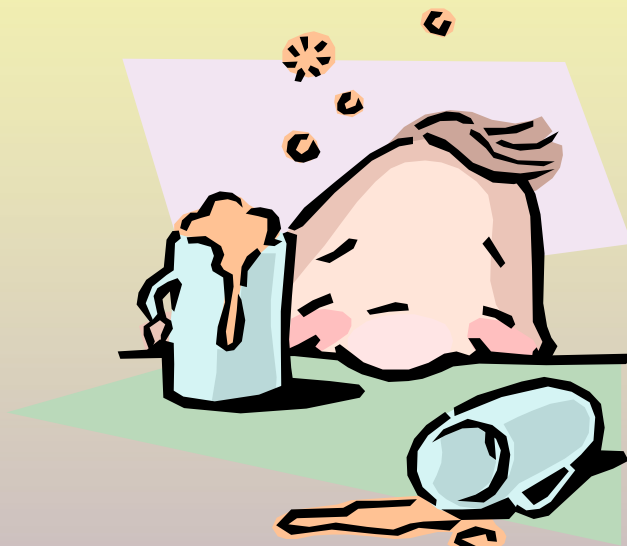
## I felt that life wasn't worthwhile



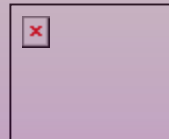
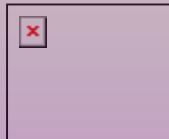
## 22. 我覺得很難讓自己安靜下來 I found it hard to wind down



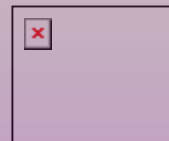
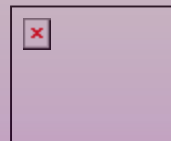
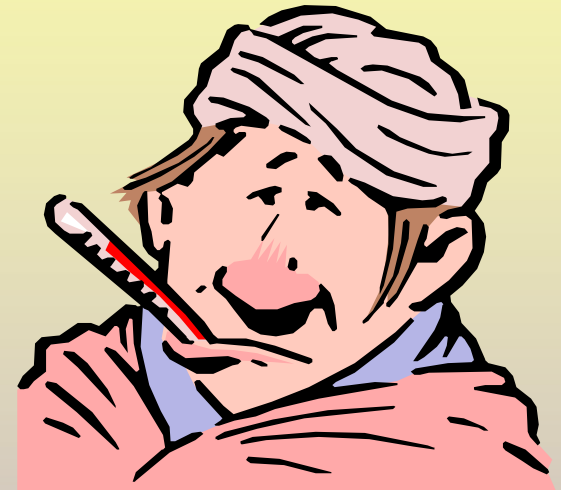
# 23. 我感到吞嚥困難 I had difficulty in swallowing



**24. 我覺得不能從所作的事取得樂趣**  
**I couldn't seem to get any enjoyment**  
**out of the things I did**

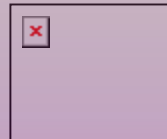
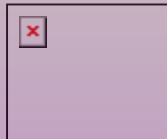


**25. 我平時也感覺到心跳或  
心律不正常**  
**I was aware of the action  
of my heart in the  
absence of physical  
exertion (e.g. sense of  
heart rate increase,  
heart missing a beat)**



# 26. 我感到憂鬱沮喪

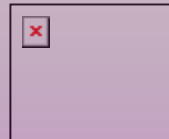
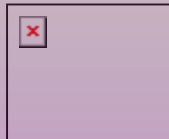
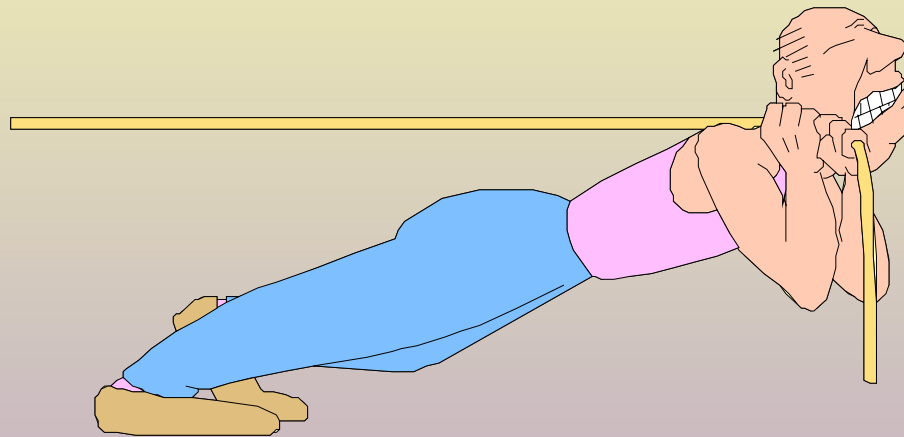
## I felt down-hearted and blue





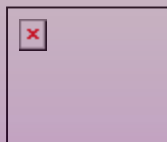
# 27. 我感到自己很容易煩躁

## I found that I was very irritable

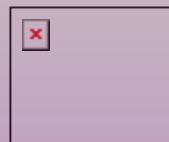
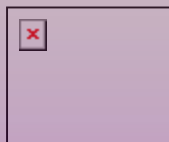


**28. 我感到快要恐慌了**

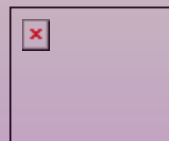
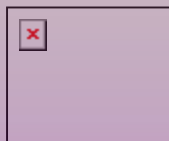
**I felt that I was close to panic**



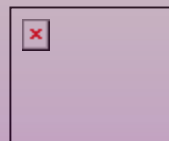
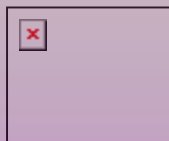
**29. 受了刺激後，我感到很難去平伏自己**  
**I found it hard to calm down after**  
**something upset me**



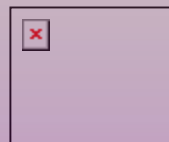
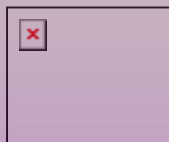
**30. 我害怕被一些瑣碎而不熟識事情難倒**  
**I feared that I would be “thrown” by**  
**some trivial but unfamiliar task**



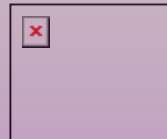
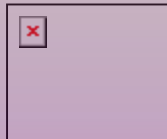
**31. 我對任何事也不能熱衷**  
**I was unable to become**  
**enthusiastic about**  
**anything**



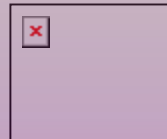
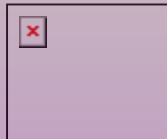
**32. 我很難忍受工作時的障礙**  
**I found it difficult to tolerate**  
**interruptions to what I was doing**



**33. 我神經緊張**  
**I was in a state of nervous tension**

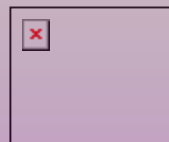
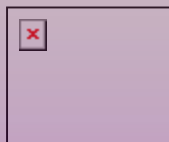


# 34. 我覺得自己很無價值 I felt I was pretty worthless

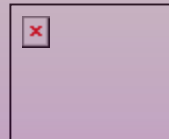
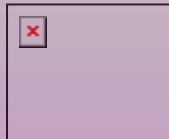




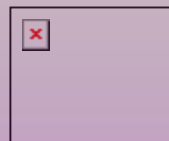
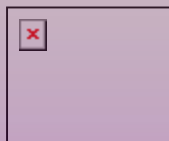
**35. 我無法容忍那阻礙我繼續工作的事情**  
**I was intolerant of anything that kept me**  
**from getting on with what I was doing**



36. 我感到驚惶  
I felt terrified

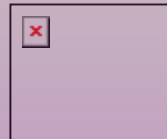
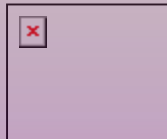


**37. 我對未來完全失去希望**  
**I could see nothing to the future to  
be hopeful about**



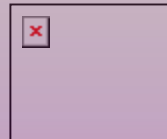
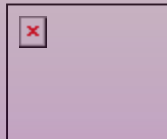
# 38. 我感到生命毫無意義

## I felt that life was meaningless

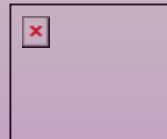
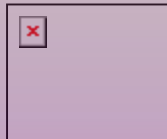
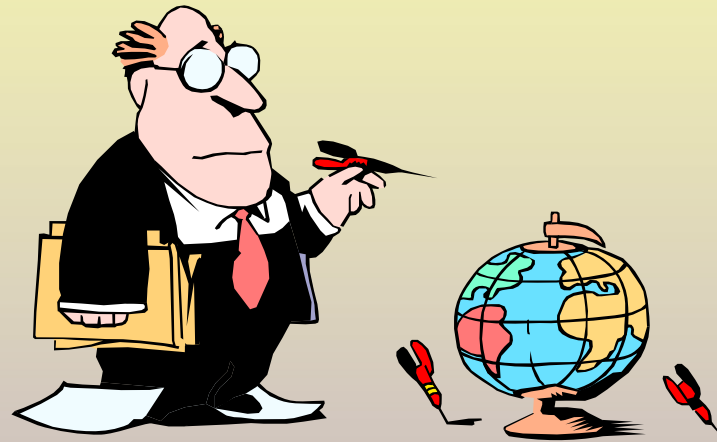


# 39. 我感到忐忑不安

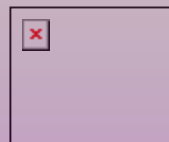
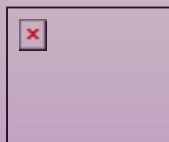
## I found myself getting agitated



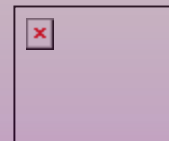
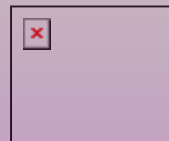
**40. 我憂慮一些令自己恐慌或出醜的場合**  
**I was worried about situations in**  
**which I might panic and make a fool**  
**of myself**



41. 我感到顫抖  
I experienced  
trembling (e.g.  
in the hands)



42. 我感到很難去開始工作  
I found it difficult to work up  
the initiative to do things

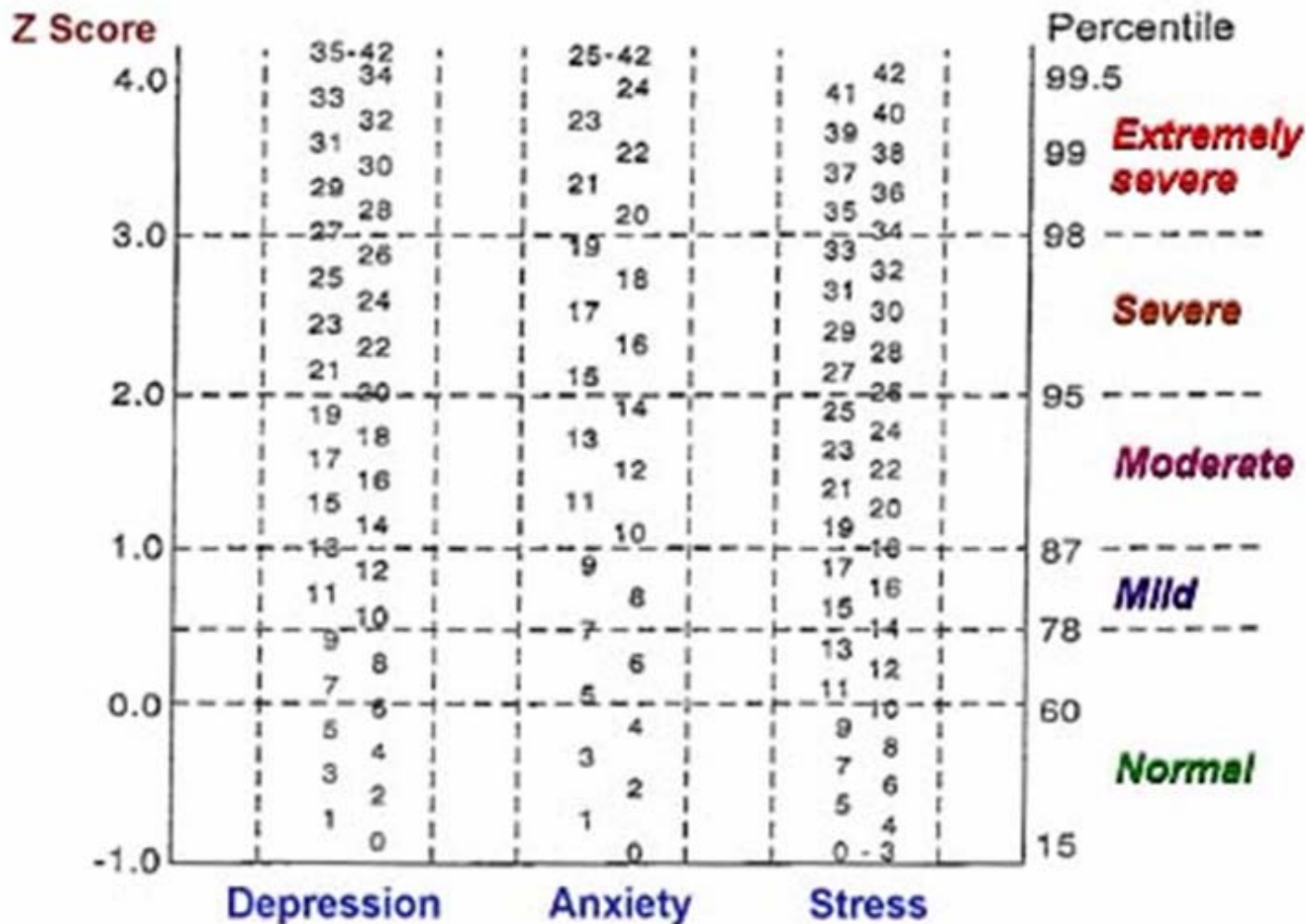




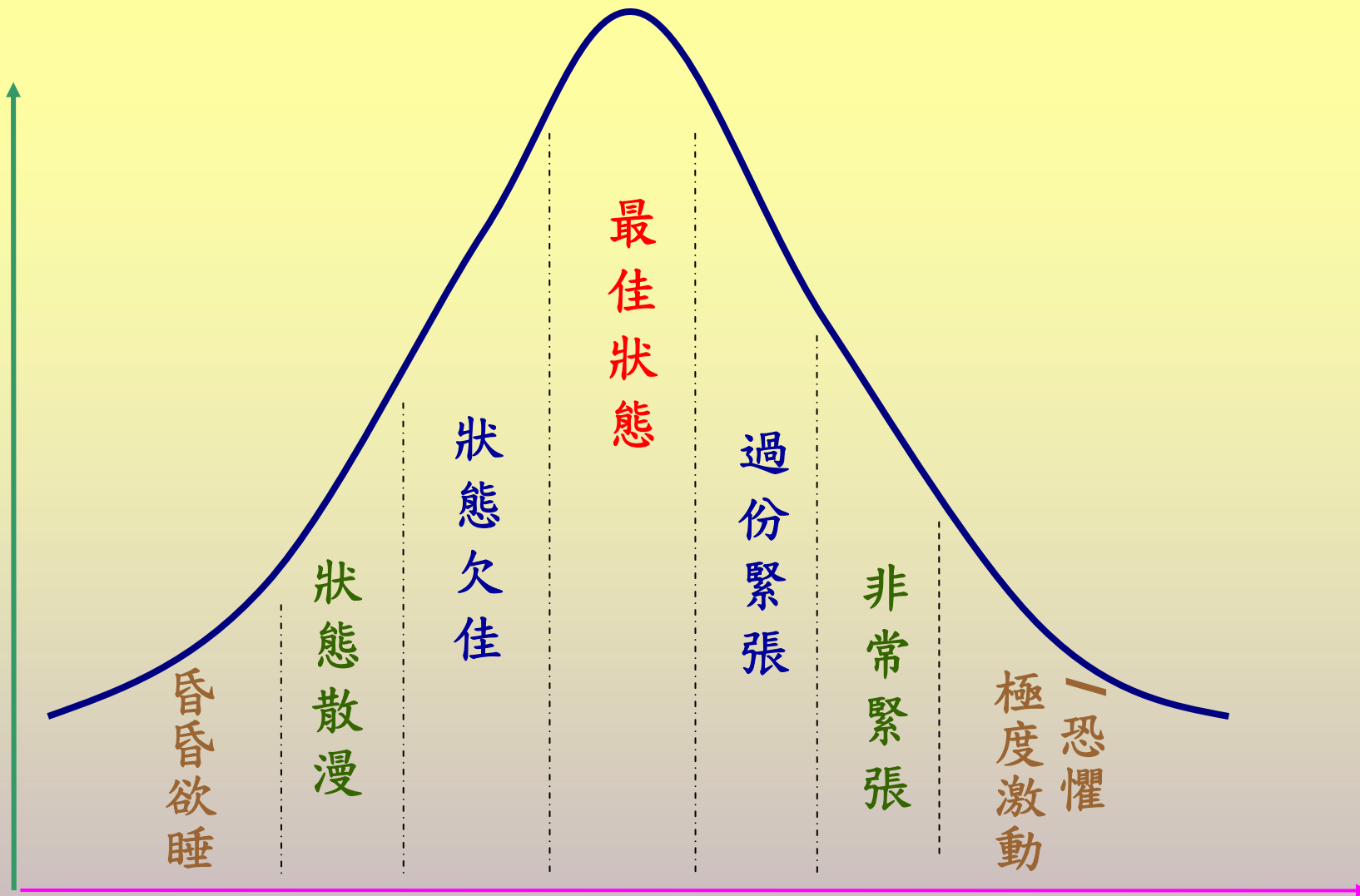
# DASS Profile Sheet

Name \_\_\_\_\_ Date \_\_\_\_\_

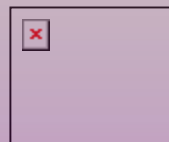
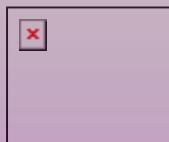
ID \_\_\_\_\_ Age \_\_\_\_\_ Sex \_\_\_\_\_



表現

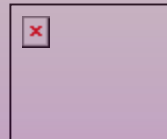
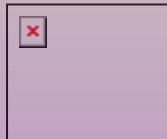
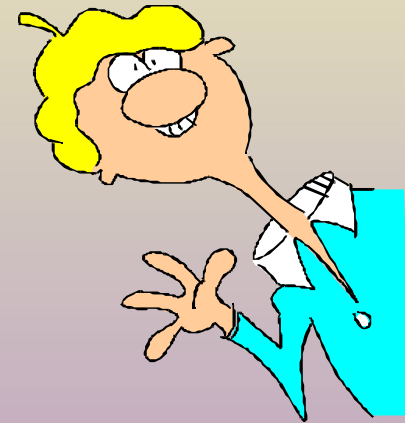


警覺 / 激動狀態  
(Arousal)





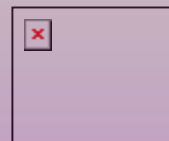
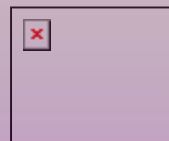
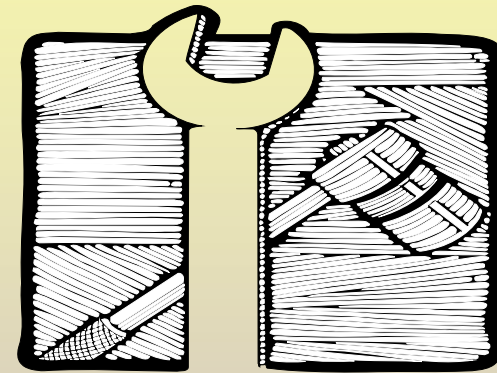
# AAAbc Decision-Making Model for Stress Management



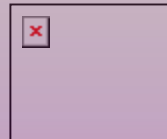
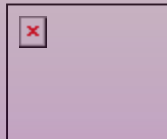
# 1. **Alter** 修改 - Removing the source of stress by changing something.

## Techniques:

- 😊 **problem solving**
- 😊 **direct communication**
- 😊 **organizing**
- 😊 **planning**
- 😊 **time management**
- 😊 **people management**



2. **Avoid 避免** - Removing oneself from the stressful situation or figuring out how not to get there in the first place.

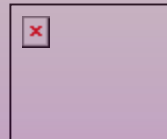
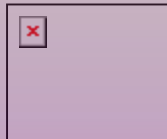


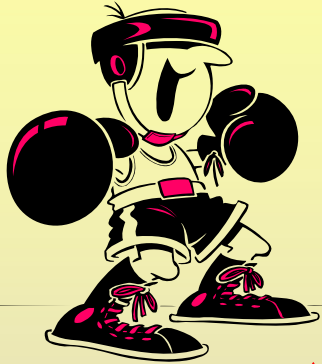
### 3. **Accept 接受** - Equipping oneself physically and mentally for stress

Building resistance 加強抵抗力

#### ◆ *Mental Resistance*

- 💣 positive affirmation
- 💣 taking time for mental health
- 💣 getting clear about goals/priorities





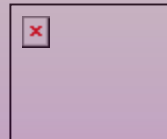
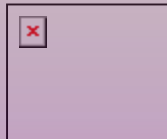
## ◆ ***Social Resistance***

- building support systems
- investing in relationships
- clear communications and intimacy



## ◆ ***Spiritual Resistance***

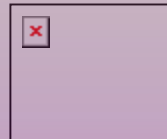
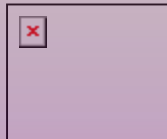
- especially in times of high stress
- Meditation, prayer, faith and commitment to an ideal strengthens people



# Change Self / Perception 改變本身對事物感覺

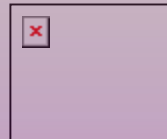
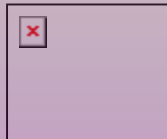


- ◆ ***Change your perception***
- ◆ ***building self-esteem and cultivating a positive attitude***
- ◆ ***redefining the situation in a less stress-provoking way***



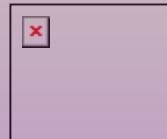
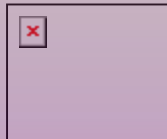


# Can I Relax Better?

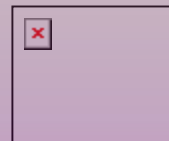
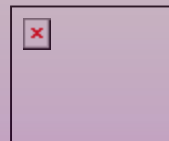
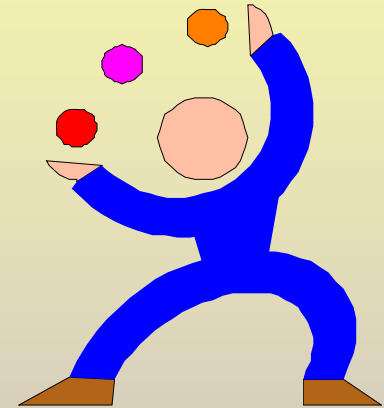
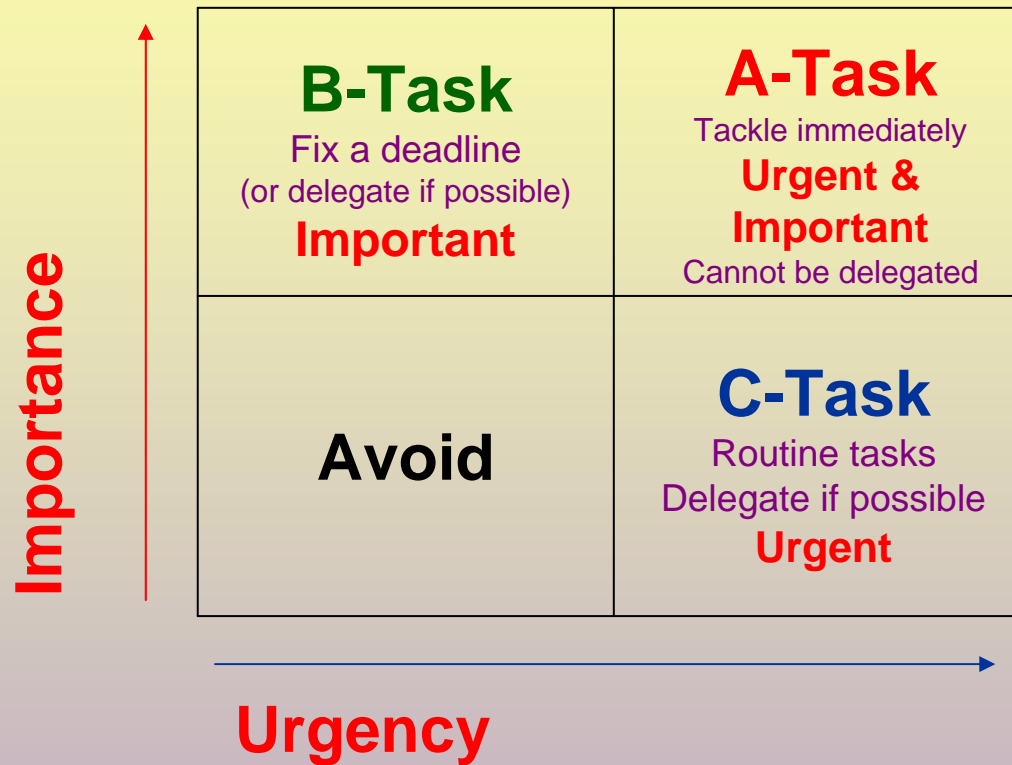


# Time Management

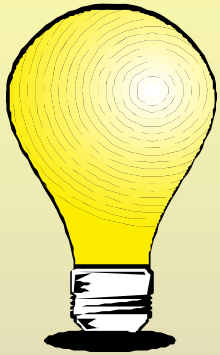
- People that are successful are time conscious
- How to manage work and personal life?
  - What is work?
  - Be prepared
  - The Eisenhower Principle
  - The 60% plan



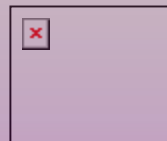
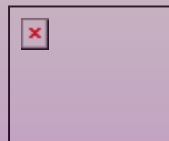
# The Eisenhower Principle



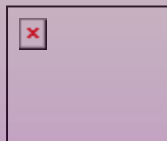
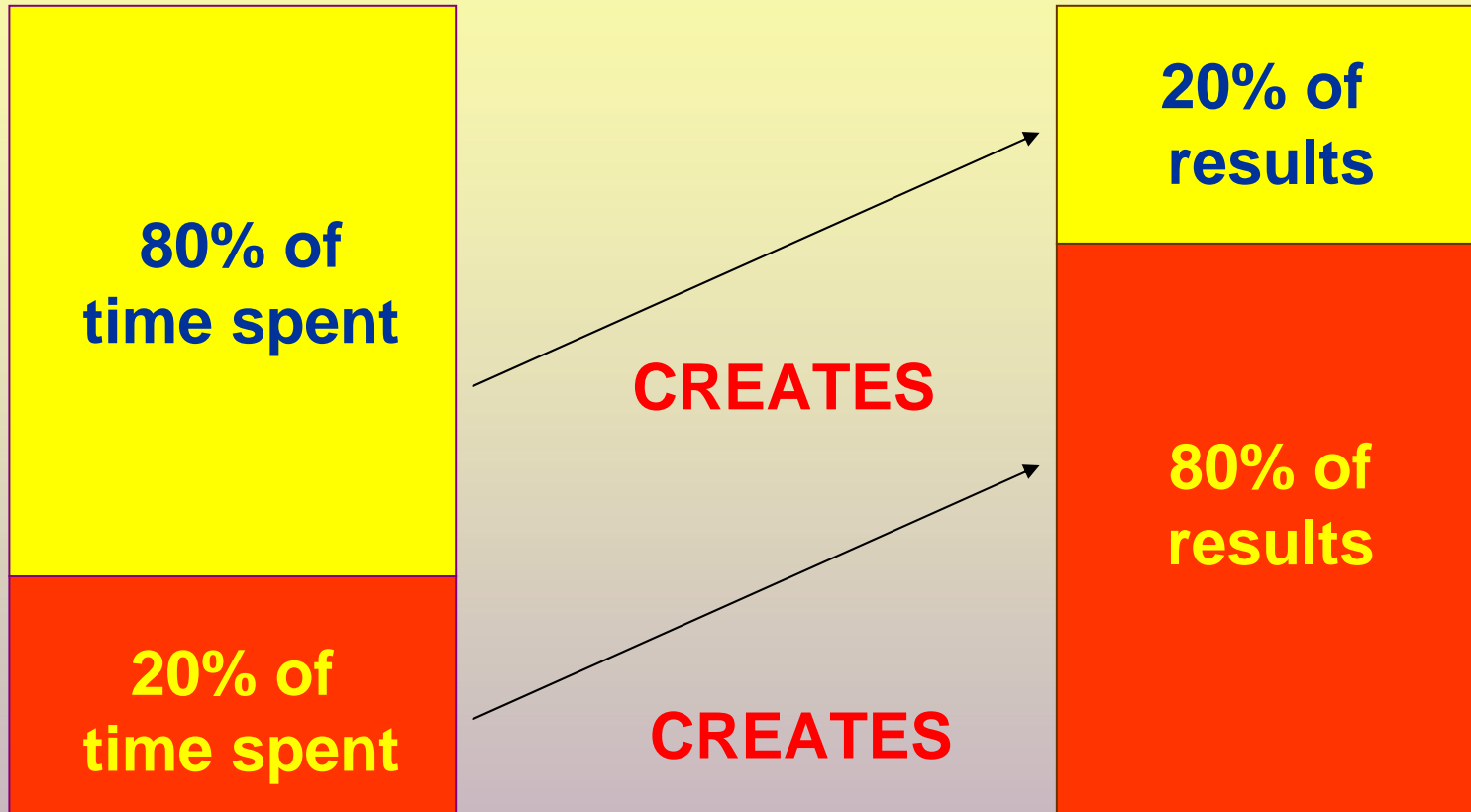
# Your Time Management



- ▣ Be realistic
  - The 80:20 principle
  - The 60:20:20 rule
- ▣ Your energy level
- ▣ The saw blade effect
- ▣ Building good work habits
  - Plan
  - Execute



# The Pareto Principle



# Personal Efficiency



## The 60:20:20 Rule

← Working Time →



60% planned

20%  
sponta-  
neous

20%  
unex-  
pected

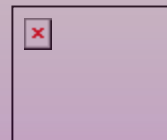
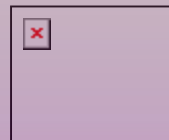
A + B

C

Goal oriented  
A-tasks

Team Activities  
Managerial tasks  
Delegation  
Supervision

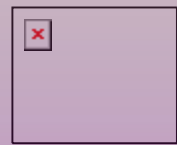
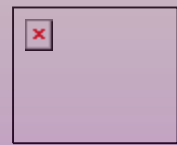
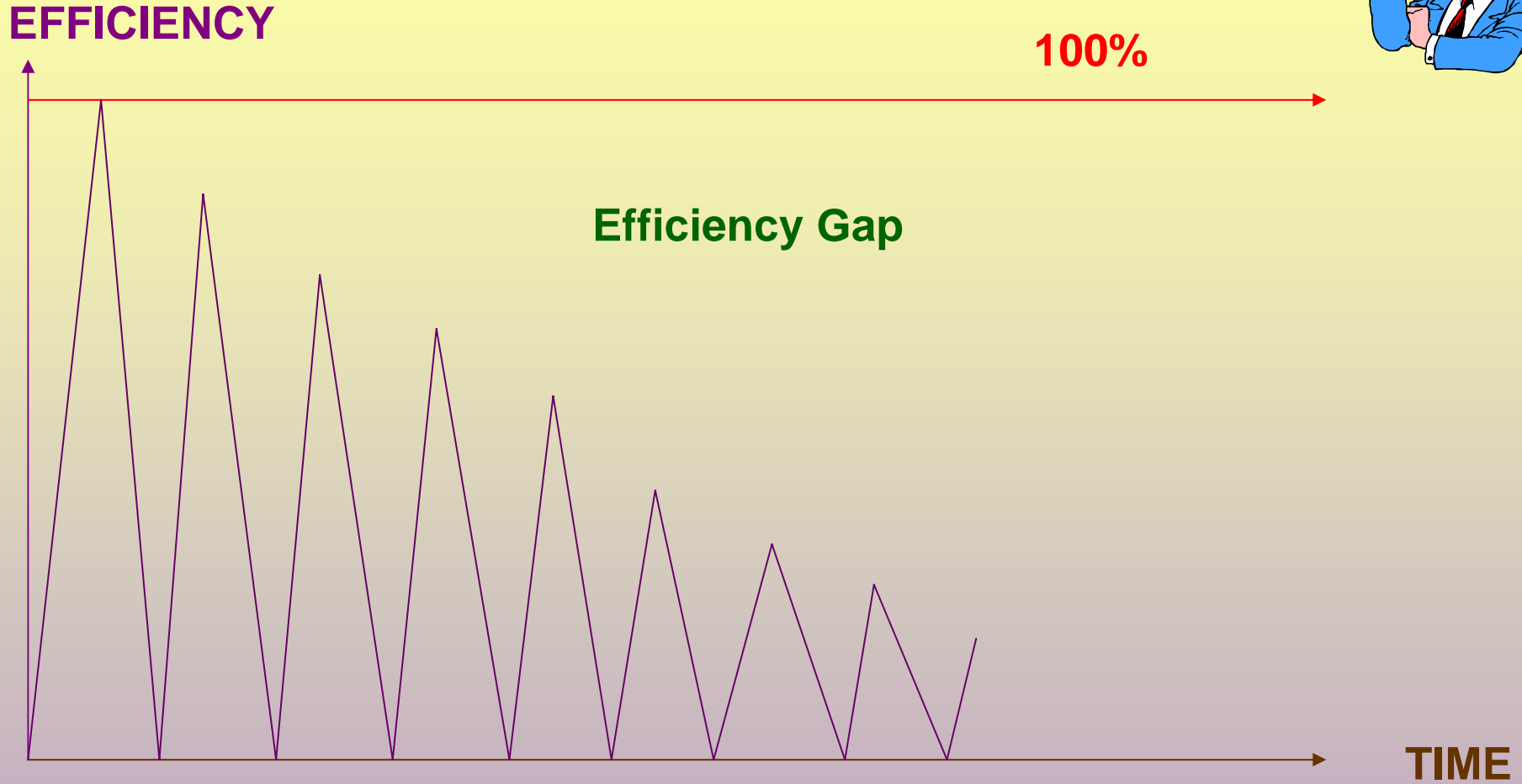
Telephone  
Time-eaters



# Personal Efficiency



## The Saw Blade Effect



# What about your diet?

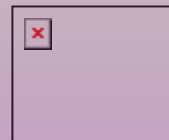
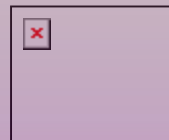


Grain Products

Vegetables and Fruit

Milk Products

Meat and Alternatives





**Grain Products**  
**5-12**  
 SERVINGS PER DAY

**1 serving**

Hot Cereal  
175 mL  
3/4 cup

Cold Cereal  
30 g

1 Slice

**2 servings**

Pasta or Rice  
250 mL  
1 cup

1 Bagel, Pita or Bun

**Vegetables and Fruit**  
**5-10**  
 SERVINGS PER DAY

**1 serving**

Fresh, Frozen or Canned Vegetables or Fruit

125 mL  
1/2 cup

Salad

250 mL  
1 cup

Juice  
125 mL  
1/2 cup

1 Medium Size Vegetable or Fruit

**Milk Products**  
**Servings per Day**  
 Children 4-9 years: 2-3  
 Youth 10-16 years: 3-4  
 Adults: 2-4  
 Pregnant and Breast-feeding Women: 3-4

**1 serving**

250 mL  
1 cup

3"x1"x1"  
50 g

2 Slices  
50 g

175 g  
3/4 cup

**Other Foods**

Taste and enjoyment can also come from other foods and beverages that are not part of the 4 food groups. Some of these foods are higher in fat or calories, so use these foods in moderation.

**Meat and Alternatives**  
**2-3**  
 SERVINGS PER DAY

**1 serving**

Meat, Poultry or Fish  
50-100 g

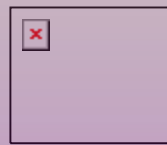
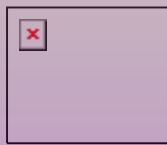
1/3-2/3 Can  
50-100 g

Beans  
125-250 mL

100 g  
1/3 cup

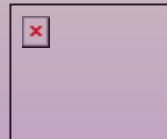
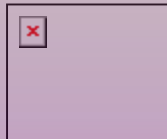
Peanut Butter  
30 mL  
2 tbsp

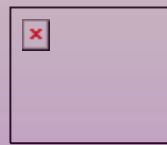
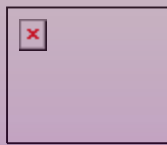
1-2 Eggs



# Different People Need Different Amounts of Food

- ~ The amount of food you need every day from the 4 food groups and other foods depends on your age, body size, activity level, whether you are male or female and if you are pregnant or breast-feeding.
- ~ That's why the Food Guide gives a lower and higher number of servings for each food group.
- ~ For example, young children can choose the lower number of servings, while male teenagers can go to the higher number.
- ~ Most other people can choose servings somewhere in between.



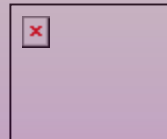
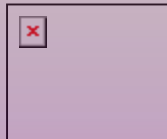


# Exercise, exercise, exercise!

At least 3 times a week  
for 30 minutes!!!

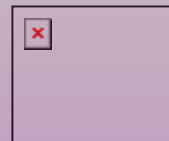
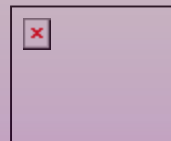
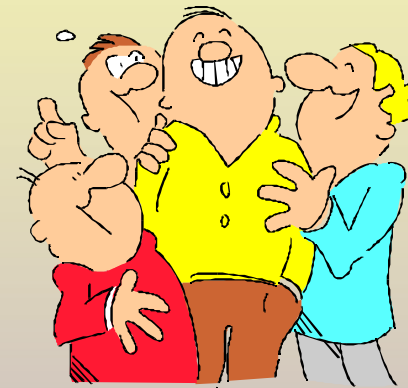


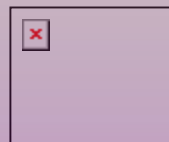
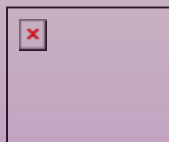
# If you smoke - Quit!



# Building the 4 kinds of health

- Physical
- Psychological
- Spiritual
- Financial





謝謝!

