

7 simple ways to reduce stress & boost productivity

- *Aim to unwind*
- *Attain internal harmony*
- *Encourage workplace wellness*
- *Don't over-assign and over-commit*
- *Improving communication across the board*
- *Step out and experience outdoors*
- *Encourage social activity*



Six Keys To Stressfree Management How Any Supervisor Can Reduce Stress And Increase Productivity

IM Harris



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Six Keys to Stress-Free Management Dennis D. Boylin,2003 In a concise easy to read format learn why employees don t perform as expected and what supervisors can do about it This book identifies six key areas of supervision that are critical to success understanding your role clear communication focused goals coaching skills managing conflict and managing your time Through a clear understanding of these key areas you can significantly reduce stress for yourself and your employees Through application of the basic principle described in this book many managers have significantly improved employee productivity and experienced considerable reductions in employee grievances

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