Counseling 110
Applied Stress Management

Instructor: Patricia Arfsten
Office: Counseling and Admissions #104
Phone: (714) 432-5784
Appointments: (714) 432-5078
E-Mail: parfsten@cccd.edu (Include “Coun 110” in subject line)

Catalog Description:
This course is designed to respond to your need to understand and manage personal stress. Symptom identification and stress management techniques will be emphasized. Offered on a credit-no credit basis only.

Course Objectives:
We are living in an increasingly complex and demanding environment. Demands are being made on our time, energy and resources – often in competing and conflicting ways. The objective of this course is to provide you with a practical understanding of the nature of stress and how it affects your daily life. We will be exploring various aspects of stress (what is it?... where does it come from?... how does stress affect me?... what can I do about the stress in my life?) and experimenting with a variety of coping skills for managing the stress you are experiencing in your life.

This course is a blend of theory and practical application. You will also learn about various stress management resources.

Required Text: Counseling 110 Workbook, Author: Patricia E. Arfsten

Required Materials:
Dedicated course binder
Set of dividers
Assignments
Counseling 110 Workbook
Handouts/Notes
Stress Journal
Knowledge Checks
Video worksheets

Course Outline:
Meeting #1
Welcome and introductions
Review of course syllabus and requirements
Defining "stress" - exploring personal definitions
Examining stressors in our lives
Context and Stress
Stress Journal

Meeting #2
Knowledge Check #1
History of stress management research
Stress and our Body
Biofeedback - monitoring indicators of physical stress
Skills for managing physical responses to stress

Meeting #3
Knowledge Check #2
Psychological Stressors
Concept of Hardiness
Thinking Patterns
Stress - Affect Connection
Monitoring indicators of psychological stress
Skills for managing psychological responses to stress

Meeting #4
Knowledge Check #3
Time, Tasks and Organizing "Stuff"
Concept of balance
Skills for managing stress:
  Time management
  Organizational skills
  Delegation
  Goal setting - daily, short and long term

Meeting #5
Knowledge Check #4
Interpersonal Relationships
Communication Skills - the art of listening
Assertion training
Relationship building
Skills for reducing stress in interpersonal relationships

Meeting #6
Knowledge Check #5
Stress and the workplace
Types of work related stressors
Company specific
Job specific
Interpersonal relationships
Intrapersonal Concerns
Job/Career Satisfaction
Security and future opportunities
Challenge level
Impact on personal lifestyle

Meeting #7
Knowledge Check #6
Evaluating personal stress management strategies
Discussion of various skills
Group share of personal stress management programs

Meeting #8
FINAL EXAM
Discussion of Personal Stress Strategies – turn in
Discussion of personal goals/progress in applying stress reduction choices.
Planning for the next 8 weeks - on-line reunion

Student Evaluation:

This course is offered on a CR/NC basis only. Points will be accumulated through weekly knowledge checks, in class activities, homework assignments, completion of a personal stress management program and a final exam.

Knowledge Checks: 6 @ 20 points each 120
Assignments 6 @ 20 points each 120
In Class Activities 7 @ 20 points each 140
Personal Stress Management Program 100
Final Take home 100
In Class 100

TOTAL ------------------------ 680

CR = 70% of total points possible (476)
NC = less than 70% of total points possible (475 or lower)

NO MAKE UPS FOR KNOWLEDGE CHECKS OR FINAL

LATE ASSIGNMENTS: Accepted up to one week from due date (with the exception of assignments due the final day of class) with an automatic 50% deduction. No assignments will be accepted after the final class meeting.