



**THE POWER OF CALM
ADDRESS STRESS**

THE 14-DAY PROGRAM

Introduced by Dr. Sandra Thebaud – Psychologist

Having engaged with this module, you now have a better understanding of stress and the profound effects it can have on your mental and physical functioning.

The good news is that there are some very simple yet effective things you can do to alleviate the symptoms of your stress as well as the amount of time you spend in a stressed state.

If you combine your newfound knowledge and appreciation of stress with a set of strategies and tools to reduce your stress, you can make a real difference in your life.

This 14-Day Program can provide you with some simple and effective strategies and tools to set you on the path towards a calmer, more centered you.

If you feel you need further assistance taking into regard your own individual circumstances, please consider reaching out to your qualified health practitioner.

Sandra Thebaud Ph.D.

Dr. Thebaud is a former Lieutenant Commander and consultant to the U.S Navy Marine Corps' Special Forces Group, a fellow and board member of the American Institute of Stress, author and founder of Stress Intel.

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THE 14-DAY PROGRAM

Get started in 5-10 minutes

We know it can be difficult to get started on a new initiative, so this 14-Day program will provide the structure to help you on your way.

The Address Stress relaxation exercises form the centrepiece of the 14-Day Program, but it is actually comprised of 3 powerful pillars:

1. Stress Awareness

- After engaging with the program materials, you are more aware than most of the signs and symptoms of the stress response.
- The program is designed to help you reflect on what causes you to respond in a stressful way, and the physical symptoms that signal your stress may need attending to.

2. Stress Release

- A series of Address Stress relaxation exercises designed to help you access moments of calm throughout the day.

3. Stress Minimisation

- The program will encourage you to consider a range of common but effective stress management strategies on a daily basis.
- These general strategies are recommended by experts in the field to help minimise the opportunity for stress to take hold in the first place.



AWARENESS

RELEASE

MINIMISATION



HOW THE PROGRAM WORKS

The 14-Day Program is focused on addressing the three major stress management pillars on a daily basis.

There are three programs for you to choose from: Beginner, Intermediate and Experienced. Choose a program in line with your experience with relaxation exercises in general. A simple daily check list will help you to monitor your progress and keep you on track in relation to each stress management pillar.

1. Be stress aware

- Consider what caused you to be stressed each day.
- Identify the moments in the day when your stress response was more of a hindrance than a help.
- Identify the physical symptoms that your stress creates.

2. Release your stress

- The Address Stress relaxation exercises are designed to calm your mind and settle your body.
- Each day your chosen program will suggest a set of relaxation exercises for you to do at different times of the day.
- Generally speaking, there will be at least a morning exercise and an evening relaxation exercise to do.
- These relaxation exercises are either 10, 15 or 20 minutes in length (depending on which program you choose).
- Each program will also suggest you do a couple of 2 minute 'quick relax' exercises, called Pressure Valves, as needed during the day. You may be surprised at how effectively you can nip a stress response in the bud with a bit of practice.
- The daily check list allows you to record your experiences with the relaxation exercises and gives you some hints to help you get the most out of each session.

STRESS AWARENESS

- IDENTIFY THE CHALLENGES THAT CAUSED YOU TO RESPOND STRESSFULLY TODAY.
- DID YOUR STRESS RESPONSE WORK FOR YOU OR AGAINST YOU IN EACH SITUATION?
- WHAT WERE THE PHYSICAL STRESS SYMPTOMS THAT YOU NOTICED IN YOURSELF TODAY?

COMMENTS

STRESS RELEASE

- DID YOU TAKE AN OPEN MIND INTO YOUR EXERCISES?
- DID YOU GENTLY ACKNOWLEDGE ANY THOUGHTS THAT POPPED UP BEFORE TURNING YOUR FOCUS BACK TO THE SOUNDS?
- DID YOU BREATHE FULL GENTLE BREATHS FROM YOUR BELLY RATHER THAN SHALLOW BREATHS FROM YOUR CHEST?
- DID YOU SUSPEND JUDGMENT AND TRUST YOU WERE DOING THE EXERCISE RIGHT?
- HOW DID YOUR ADDRESS STRESS EXERCISE MAKE YOU FEEL?

COMMENTS

3. Minimise your stress

- The program will point you to a list of stress management strategies that may help minimise the opportunities for you to get stressed each day.
- These strategies or considerations are general in nature and have been sourced from experts in the field.
- The purpose of these strategies is to gently encourage you to consider which factors within your control may contribute to your stress.
- Perhaps the way you perceive, or characterise particular challenges may be unhelpful.
- Maybe certain learned behaviours are creating moments of unnecessary friction in your day.
- The daily checklist (see next page) will allow you to reflect on how well you did in addressing ten particular considerations.
- Give your self a score from 0-10 in relation to each item so you can monitor your progress from day to day.

It is important to remember that the 14-Day Program is general in nature and does not take into account personal circumstances. If you are interested in exploring your own circumstances and behaviours in particular, you may wish to consult your qualified health practitioner.

STRESS MINIMISATION

	RATE 0-10	COMMENTS
● DID YOU SET REALISTIC GOALS TODAY?	<input type="text"/>	<input type="text"/>
● DID YOU TAKE SOME TIME TO BE SOCIAL?	<input type="text"/>	<input type="text"/>
● HAVE YOU BEEN POSITIVE TOWARDS YOURSELF?	<input type="text"/>	<input type="text"/>
● DID YOU RESPECT A FEW PILLARS OF ROUTINE?	<input type="text"/>	<input type="text"/>
● DID YOU MAKE PEACE WITH EVENTS BEYOND YOUR CONTROL?	<input type="text"/>	<input type="text"/>
● DID YOU KEEP TODAY'S EVENTS IN BALANCED PERSPECTIVE?	<input type="text"/>	<input type="text"/>
● DID YOU DO SOME EXERCISE?	<input type="text"/>	<input type="text"/>
● DID YOU EAT WELL?	<input type="text"/>	<input type="text"/>
● DID YOU GET ENOUGH SLEEP?	<input type="text"/>	<input type="text"/>
● DID YOU GO EASY ON ALCOHOL AND CAFFEINE?	<input type="text"/>	<input type="text"/>



GETTING STARTED

Whether you are new to this type of thing, or an old hand, the programs are designed to bring the benefits of 'less stress' to you in a simple and time efficient way.

- **Beginners Program:** May suit those who are relatively new to relaxation exercises.
- **Intermediate Program:** May suit those who've completed the Beginners Program or have a degree of experience with relaxation exercises.
- **Experienced Program :** May suit those who've completed the Intermediate Program or have more experience doing relaxation exercises.

Generally speaking, the more advanced programs, incorporate relaxation exercises that are longer in duration.

The Beginners Program is usually a good place to start.

The programs are designed to follow on from one another, so feel free to work your way sequentially through them all if you enjoy a structured approach to things.

If you are experienced with this type of program, feel free to start with the Intermediate or Experienced programs. It's up to you.

To start the program, all you need are the two support tools listed on the following page.

1. The Address Stress relaxation exercises

- The easiest way to access the exercises needed to follow the program is via the Address Stress app.
- You have previously been introduced to the app and its features.
- A detailed explanation of how to use the app to follow your 14-Day Program can be found later in this booklet.

2. The ‘3-Pillar’ Daily Checklist

- The ‘3-Pillar’ daily checklist is designed to help you monitor your progress in being aware of, releasing and minimising your stress each day.
- All the programs use the same daily checklist, a copy of which can be found at the end of this booklet. A printable version of the daily checklist can be found at the bottom of the web-page [**www.powerofcalm.com/program-materials**](http://www.powerofcalm.com/program-materials)

You are almost ready to get started!

Go ahead and tell your family, friends and colleagues about what you are doing. Getting their support will make it even easier for you to stick to the program.

Please progress to the next page for a final, but very important, step before you begin.

MAKING TIME

One of the strengths of the Address Stress Program is its efficiency. In just a few minutes a day, for two short weeks, you can learn a valuable skill, one with the potential to support your health, wellbeing and performance for years to come.

That being said, we live in a busy world... and there will be times in the next 14 days when you think:

“I just don’t have time to fit in my relaxation exercises”.

When this happens please remember this:

These are EXACTLY the times you need them the most!

A little planning and creativity will go a long way towards ensuring you follow through successfully with this program.

The table on the following page will give you some ideas to help fit your exercises into a busy schedule. Take a moment to select the strategies you think will work best for you. Most people find that, once they make the exercises a habit, they actually have **more** time in the day rather than less.

That, is the ‘Power of Calm’.

Before you start, please take a quiet moment to make this small but important commitment to yourself.

“For two weeks, I commit to prioritising *CALM* in my life. When I feel like I don’t have the time for my exercises, I will pause, and acknowledge that it is in these moments that I most need to honour my commitment.”

You are now ready to go to the the 14-Day Program section of your app and start your program! Set up is easy, the app will guide you. However, if you prefer, the appendix of this e-booklet will give you step by step instructions.

Enjoy!

MORNING EXERCISE

A LITTLE CREATIVE PLANNING WILL MAKE YOUR MORNING EXERCISES A PLEASURE

- WAKE UP A FEW MINUTES EARLIER AND DO YOUR MORNING EXERCISES BEFORE BREAKFAST.
- FIT IN AN EXERCISE ON THE BUS OR THE TRAIN. A GOOD PAIR OF HEADPHONES WILL ENHANCE YOUR EXPERIENCE.
- SIT UNDISTURBED IN THE PEACE OF YOUR PARKED CAR. ESCAPE THE HOUSE A FEW MINUTES EARLY.
- OTHER. PLEASE SPECIFY.

EVENING EXERCISE

WITH A FEW COMPROMISES, FITTING IN YOUR EXERCISES IS ALWAYS POSSIBLE

- AS SOON AS YOU GET HOME. THIS IS A GREAT WAY TO DRAW A LINE BETWEEN YOUR WORK AND HOME HEADSPACE.
- IF YOU HAVE KIDS, SET THEM UP WITH AN ACTIVITY BEFORE DINNER OR PLAN YOUR EXERCISES FOR AFTER THEY GO TO SLEEP.
- RECLAIM SOME TIME FROM TV, YOUR COMPUTER, BOOK OR SOCIAL MEDIA TO FIT YOUR EXERCISES IN.
- OTHER. PLEASE SPECIFY.

PRESSURE VALVE

2 MINUTES, A COUPLE OF TIMES A DAY, CAN FIT INTO EVEN THE BUSIEST SCHEDULE

- DO YOUR EXERCISES QUIETLY AT YOUR DESK. MAKE USE OF THE MUTE FUNCTION.
- FIND A QUIET ROOM TO DUCK INTO. EVEN A TOILET STALL CAN WORK IF IT'S HARD TO GET PRIVACY.
- PLAN AN EXERCISE FOR YOUR COFFEE OR LUNCH BREAK, OR FIT ONE IN BETWEEN MEETINGS.
- OTHER. PLEASE SPECIFY.

DON'T FORGET TO TAKE A FEW MINUTES EACH DAY TO RUN THROUGH YOUR 3-PILLARS CHECKLIST. AWARENESS AND MINIMISATION ARE AS IMPORTANT AS RELEASE!



APPENDIX - USING THE ADDRESS STRESS APP TO DO YOUR 14-DAY PROGRAM

Technology to the rescue! Let the Address Stress app guide you through your 14-Day Program.

1. Download the app (If you haven't already done so).

- Go to either the Apple App Store or the Google Play™ Store and search for “Address Stress”
- Download the free app then upgrade the app to unlock access to the 14-Day Program. Simply press the *Upgrade* tab and enter your valid email address and the Address Stress serial number listed below.

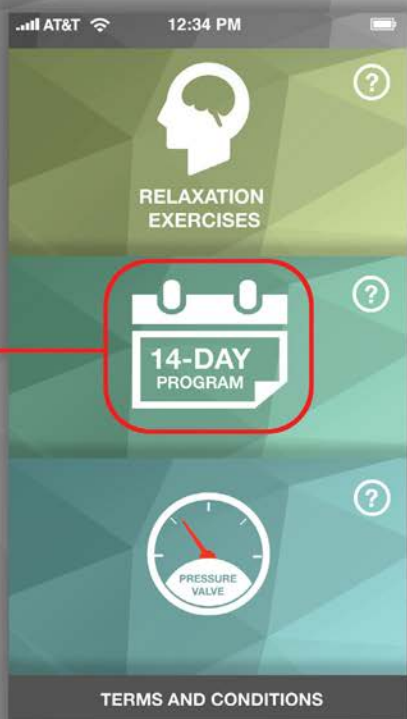
If you are having difficulty with this, please refer to the detailed instructions in the 'Address Stress Exercises and App' e-booklet introduced to you in Step 2.

Your Serial Number is: cphas2agen15

2. Set up your program.

- Select the *14-Day Program* option on the *Main Menu*
- Choose the *Set Up New Program* option
- Progress through the two instructions pages

SELECT THE 14 DAY PROGRAM OPTION ON THE MAIN MENU PAGE



SELECT THE SET UP NEW PROGRAM OPTION



3. Select your program level.

- There are three different programs available: BEGINNER, INTERMEDIATE and EXPERIENCED.

4. Choose your breath rate.

- The relaxation exercises in each program include a period of guided breathing.
- Everyone breathes a little differently, so you can choose from three different breath rates for your comfort.



Steady:

Guided breathing rate between 8-9 breaths per minute



Moderate:

Guided breathing rate between 6-8 breaths per minute



Slow:

Guided breathing rate between 5-7 breaths per minute

- The app will guide you to slow your breathing slightly over the course of the exercise, so it's important that you choose a breath rate you are comfortable with to start.
- Most people choose to start with the green 'Moderate' level.
- If the *Breath Rate* you chose doesn't feel right, you can change it at anytime via the *Options* button.

5. Choose a buddy

- The app offers you the option of choosing a buddy to monitor your progress. Recommended for best results!

6. Choose your start date.

SELECT THE PROGRAM LEVEL THAT YOU WISH TO ATTEMPT

AT&T 12:34 PM

BACK

1. CHOOSE LEVEL

BEGINNER

INTERMEDIATE

EXPERIENCED

2. CHOOSE BREATH RATE

STEADY

MODERATE

SLOW

NEXT

SELECT YOUR PROGRAM BREATH RATE

CHOOSE YOUR PROGRAM START DATE ON THE CALENDER

AT&T 12:34 PM

BACK

SELECT THE START DATE FOR YOUR 14 DAY PROGRAM

February 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1

NEXT

7. Today's Exercises.

- Every morning the app will list all your exercises for the day, and suggested times to do them, on one convenient screen.
- The *Edit Exercise Times* button allows you to adjust these times to suit, but only once the program has commenced.
- The app will remind you to do each exercise at the listed time.
- Your only limitation is that the exercise must be done at the appropriate time of day (i.e, morning, afternoon, evening).
- Many devices will allow you to customise the way you are notified. Please refer to the manual for your device if you wish to change the default notification settings.
- Exercises highlighted in white are available to do now.
- Simply push the green *Go* button to do the exercise.
- If the exercise is not highlighted in white, it means you have either done it already, missed it, or it is only available to do later in the day.
- This 'status' is shown at the right edge of the screen.
- If you need to make any changes to your program, you may do so through the *Options* button.

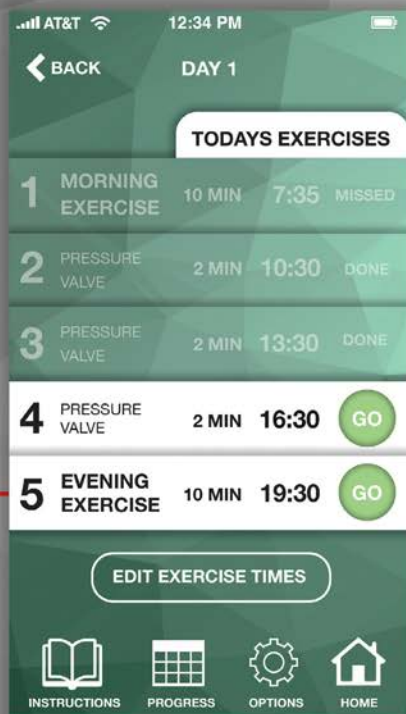
8. My Progress Page.

- You can track your progression through the program on the *My Progress* screen.
- This can be accessed using the *Progress* button.
- A green 'check' represents the exercises that you have completed each day.
- A white cross represents the exercises you have missed.



Look for this symbol throughout the app for help or further explanation.

THE APP WILL LIST YOUR DAILY EXERCISES AND REMIND YOU WHEN IT'S TIME TO DO EACH ONE.



ACCESS THE MY PROGRESS SCREEN BY PRESSING THE PROGRESS BUTTON AT THE BOTTOM OF THE TODAYS EXERCISES PAGE.



You're ready to go! You are now in possession of '3-Pillars' of knowledge to help you access the Power of Calm.

Stress Awareness

- You are able to recognise the symptoms of stress.
- You know to be conscious of what triggers your stress.
- You know to be aware of those times when your stress is hindering, rather than helping you.

Stress Release

- You have access to an effective set of exercises that can help you release your stress.
- The exercises can help you calm your stress when it arises, and better still, prevent stress from arising in the first place.

Stress Minimisation

- You have access to ten basic strategies to help minimise your exposure to stress.
- Make time for the things that add balance to your life, for example, or be conscious of behaviours or thought patterns that cause simple challenges to be mistaken for threats to your wellbeing.

A copy of the daily '3-Pillar' checklist is over the page to help you get the most out of these tools during your program. You can also print it out at www.powerofcalm.com/program-materials. You will find it at the bottom of the 'Optional Additional Resources' section.

Simply complete a checklist each day and do your allocated exercises via the app and you're on your way!

We hope the next two weeks give you an enjoyable introduction to the profound benefits of bringing the Power of Calm into your daily life. We are so glad to have you with us!

STRESS AWARENESS

COMMENTS

- IDENTIFY THE CHALLENGES THAT CAUSED YOU TO RESPOND STRESSFULLY TODAY
- DID YOUR STRESS RESPONSE WORK FOR YOU OR AGAINST YOU IN EACH SITUATION?
- WHAT WERE THE PHYSICAL STRESS SYMPTOMS THAT YOU NOTICED IN YOURSELF TODAY?

STRESS RELEASE

COMMENTS

- DID YOU TAKE AN OPEN MIND INTO YOUR RELAXATION EXERCISES?
- DID YOU GENTLY ACKNOWLEDGE ANY THOUGHTS THAT POPPED UP BEFORE TURNING YOUR FOCUS BACK TO THE SOUNDS?
- DID YOU BREATHE FULL GENTLE BREATHS FROM YOUR BELLY RATHER THAN SHALLOW BREATHS FROM YOUR CHEST?
- DID YOU SUSPEND JUDGMENT AND TRUST YOU WERE DOING THE EXERCISE RIGHT?
- HOW DID YOUR ADDRESS STRESS EXERCISE MAKE YOU FEEL?

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