

Your Personal Wellbeing Action Guide



Practical tips, reflections, and affirmations to help you manage stress and thrive.



Hello there!

Thank you for completing our survey. This guide is designed to support you, whatever your score. Explore, reflect, and discover practical ways to feel more balanced, energised, and in control of your wellbeing.

How to Use This Guide

- You've seen your survey responses — now use this guide to turn insights into action.
- Explore tips and affirmations tailored to different levels of stress and wellbeing.
- Complete short reflection prompts to better understand your patterns and see things from other perspectives.
- Follow links to our free resources for meditations, webinars, or deeper guidance.

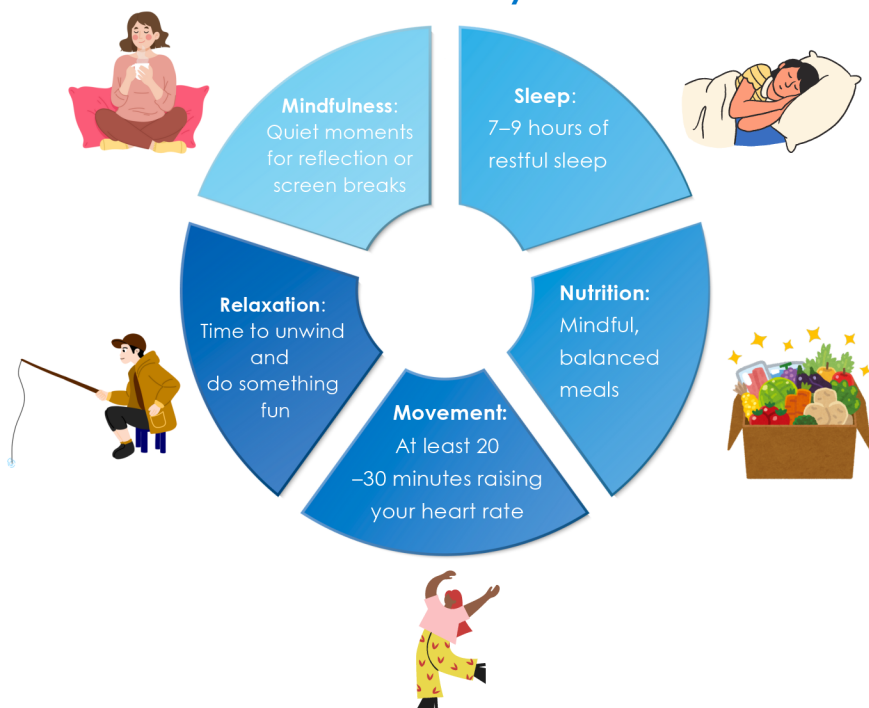
Remember: Stress is a signal, not a weakness. This guide is about small, manageable steps that add up to meaningful change.

Section 1:

Daily Habits – Your Foundation

Your daily routines are the foundation of your wellbeing. The choices you make around sleep, movement, nutrition, relaxation, and mindfulness directly impact your energy, mood, and ability to cope with stress.

The 5 Pillars of Daily Balance



Self Check

Look at each pillar and ask yourself:

- Sleep:** Am I getting enough restful sleep most nights?
- Nutrition:** Are my meals nourishing me and supporting my energy?
- Movement:** Do I move enough to feel energised and strong?
- Relaxation:** Do I take time to unwind and enjoy activities purely for fun?
- Mindfulness:** Do I create space for quiet moments, reflection, or short breaks from screens?

Note which pillars feel strong and which might need a little extra attention.

Small Action Planning

Choose one pillar you want to focus on this week.

- Write down one simple action you can take to strengthen it:
 - Example: Sleep → Set a consistent bedtime and unplug screens 30 minutes before sleep.
 - Example: Movement → Take a 10-minute walk at lunch each day.
 - Example: Mindfulness → Pause for three deep breaths before each meeting.

Remember: small, consistent steps are more sustainable than trying to fix everything at once.

Affirmation to Support Reflection

"I notice the areas where I thrive and the areas that need care, and I take small steps every day to nurture my wellbeing."

Guidance Based on Survey Insights

IF YOU **OFTEN** FEEL CHALLENGED IN THIS AREA:

- Start small: swap one comfort food for a nourishing option, take a 10-minute walk, or pause for a 5-minute mindfulness exercise.
- Prioritise sleep hygiene: dim lights before bed, avoid screens 30 minutes prior, and stick to a consistent bedtime.
- Make downtime non-negotiable: schedule 15–30 minutes of pure enjoyment daily.

IF YOU **SOMETIMES** STRUGGLE:

- Focus on the habits that feel easiest to adjust first.
- Try “habit stacking”: attach a new habit to an existing one (e.g., stretch while waiting for your coffee).
- Keep a simple journal of small wins to track progress.

IF YOU **RARELY** STRUGGLE:

- Celebrate your consistency — it matters!
- Consider sharing your strategies with others or trying a new mindful habit.

Practical Tips

01

QUICK ENERGY BOOST:

5–10 minutes of brisk walking or stair climbing.

02

SNACK SMART:

Keep fruit, nuts, or yogurt handy for stressful moments.

03

SCREEN BREAKS:

Every 90 minutes, take a 2–3 minute stretch or breathing pause.

04

EVENING WIND-DOWN:

Listen to calming music, read, or practice a short guided meditation.

05

MINDFULNESS MICRO-MOMENTS:

Pause for 3 deep breaths before responding to emails or meetings.



Section 1: Daily Habits – Your Foundation continued...

AFFIRMATION

“I nurture my body with care and kindness — one small choice at a time.”

REFLECTION PROMPT

“Which one habit, if improved this week, would make the biggest difference to my energy and wellbeing? How can I take one small step toward it today?”



Additional Supportive Resources

Sleep Guide

Practical tips and routines to help you get 7–9 hours of restful sleep each night.

Explore the SMS Sleep Resources

Quick Meditations

Short 5–10 minute guided sessions to help you reset, focus, and unwind.

Try the Quick Meditations

You've taken a close look at your daily routines — your sleep, movement, nutrition, relaxation, and mindfulness. Now it's time to explore the emotional side of wellbeing.

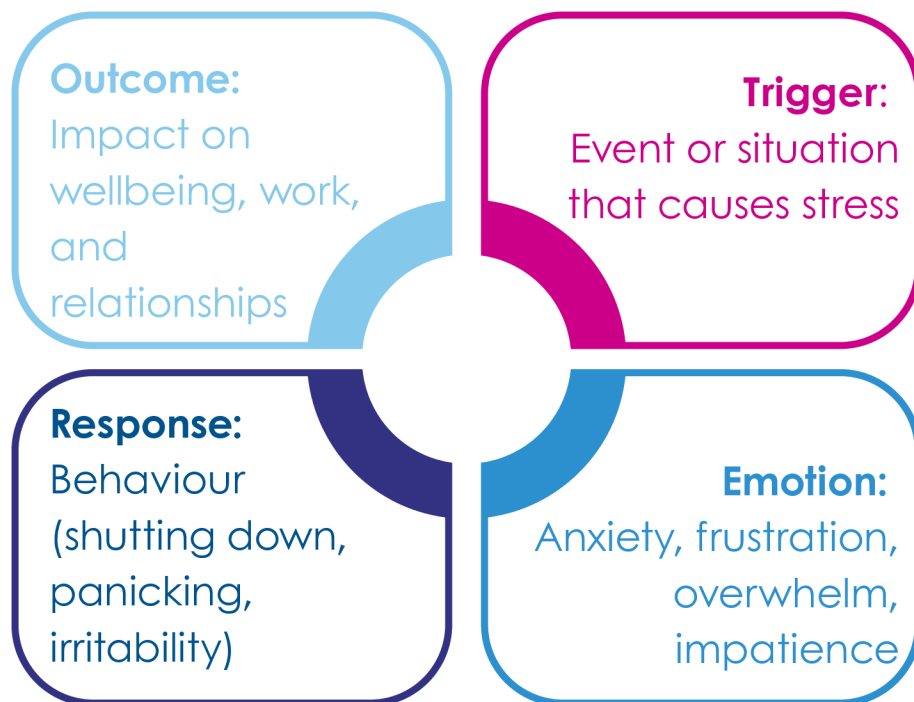


Section 2: Emotional Wellbeing & Coping – Understanding Yourself, Strengthening Your Resilience

“Habits build your foundation, but understanding your emotions strengthens your inner armour.”

You've explored your daily routines, your sleep, movement, nutrition, relaxation, and mindfulness. Now it's time to turn your attention inward: your emotional wellbeing. How you recognise, express, and manage your emotions significantly affects how you cope with stress, make decisions, and connect with others.

Think of this section as your emotional toolkit: a set of strategies and insights to help you navigate stress with more clarity, calm, and confidence.



Affirmation to Support Reflection

“I notice the areas where I thrive and the areas that need care, and I take small steps every day to nurture my wellbeing.”

Guidance Based on Survey Insights

IF YOU **OFTEN** FEEL CHALLENGED IN THIS AREA:

- Practice grounding techniques: 3–5 deep breaths, progressive muscle relaxation, or noticing 5 things around you.
- Use the H.A.R.D. Conversations framework to address difficult feelings calmly:
 - H: Hear yourself
 - A: Acknowledge the emotion
 - R: Respond intentionally
 - D: Decide next step
- Journal for 5 minutes each day: write down feelings, triggers, and small wins.

IF YOU **SOMETIMES** STRUGGLE:

- Start with mini check-ins: pause once a day to notice how you feel and where tension is showing in your body.
- Practice micro-mindfulness: take 1–2 minutes to focus on your breath before reacting to emails or meetings.
- Keep a short reflection log: identify one emotional trigger and one strategy that helped you respond positively.

IF YOU **RARELY** STRUGGLE:

- Celebrate your emotional awareness!
- Consider mentoring or sharing strategies with peers who may struggle.
- Explore advanced emotional tools like gratitude journaling or stress-reframing exercises to deepen resilience.



Practical Tips

01 **GROUNDING EXERCISE:**

Sit comfortably, focus on your breath, and mentally name 5 things you can see, 4 you can touch, 3 you can hear, 2 you can smell, 1 you can taste.

02 **EMOTION PAUSE**

Before responding to stress, pause for 3 breaths and ask: "What am I feeling, and what's the healthiest way to respond?"

03 **MICRO JOURNALLING**

Write down one stressful situation and one choice you made to manage it better.

04 **PATIENCE PRACTICE:**

Notice impatience triggers like queues, traffic, or delays, and breathe consciously for 30 seconds before reacting.

05 **DAILY CHECK IN**

Rate your stress from 1–10 each morning; note one strategy to keep it manageable.

Section 1: Daily Habits – Your Foundation continued...

AFFIRMATION

“I allow myself to feel, without judgement. My emotions are valid, and I have the tools to respond with clarity and calm.”

REFLECTION PROMPT

“What emotion most often signals to me that I’m becoming stressed? How can I respond differently next time to stay balanced?”

Optional: Think about how others in your life experience similar stress — seeing things from their perspective can build empathy and reduce tension in relationships.



You've explored your daily habits and emotional wellbeing. Now it's time to reflect on your relationships and environment, because the support you receive — and the spaces you inhabit — directly affect your stress, energy, and overall wellbeing.



Section 3: Social & Environmental Support

Strengthening Connections, Shaping Your Space

“We don’t manage stress in isolation — the people and spaces around us shape how we feel every day.”

Strong connections and a supportive environment can act as a buffer against stress, while isolation or chaotic surroundings can amplify it. This section helps you identify, strengthen, and optimise your social and environmental support systems.

The Circle of Support



Inner Circle:
People you feel safe with
(family, close friends)

Outer Circle:
Wider network and community resources

Middle Circle:
Colleagues, neighbours, social groups that provide occasional support



Guidance Based on Survey Insights

IF YOU **OFTEN** FEEL CHALLENGED IN THIS AREA:

- Reach out: schedule a short call or coffee with someone you trust — even a 10-minute chat can reduce stress.
- Create calm spaces: declutter a small area at work or home, or designate a quiet corner for reflection.
- Practice asking for support: start with small requests and gradually build confidence.

IF YOU **SOMETIMES** STRUGGLE:

- Check in with your network regularly: a text, message, or shared activity helps maintain connection.
- Notice environmental triggers: loud noises, clutter, or crowded spaces — and take micro-breaks to reset.
- Keep a log: identify one positive social interaction each day to reinforce connection.

IF YOU **RARELY** STRUGGLE:

- Celebrate your social awareness and supportive environment.
- Consider mentoring or supporting others who may feel isolated.
- Explore ways to expand your network or optimise your environment further.

Practical Tips

01 DAILY CONNECTION

Make it a habit to connect meaningfully with at least one person daily.

02 ENVIRONMENT RESET

Spend 5–10 minutes tidying or reorganising a workspace to reduce mental clutter.

03 MICRO-CHECK-INS

Send a quick message or ask a simple question to a colleague, friend, or family member.

04 EXPRESS YOURSELF

Share your thoughts and feelings honestly in a safe space, even briefly.

05 NATURE & MOVEMENT:

Spend time outside or near natural light to reduce environmental stress.

Section 3: Social & Environmental Support

AFFIRMATION

“I am worthy of support, and I strengthen my wellbeing through connection and care for my environment.”

REFLECTION PROMPT

“Which people or spaces in my life make me feel most supported? What is one small action I can take this week to strengthen these connections or improve my environment?”

Optional: Think about others' perspectives — how might someone else experience the same space or interaction differently?



You've explored your daily habits and emotional wellbeing. Now it's time to reflect on your relationships and environment, because the support you receive — and the spaces you inhabit — directly affect your stress, energy, and overall wellbeing.



Section 4: Lifestyle Factors

Understanding the External Influences on Stress

“Your lifestyle choices and environment can either fuel stress or support your wellbeing. Awareness is the first step toward balance.”

In addition to habits, emotions, and social support, external factors and lifestyle habits play a key role in stress. This includes substances like caffeine, alcohol, or nicotine, as well as pressures from finances or other routines. This section helps you recognise patterns and make small adjustments to boost energy, clarity, and resilience.

THE LIFESTYLE STRESS LOOP



Guidance Based on Survey Insights

IF YOU **OFTEN** FEEL CHALLENGED IN THIS AREA:

- Track habits: Keep a simple log of caffeine, alcohol, or nicotine use and note how you feel afterward.
- Introduce mindful swaps: herbal tea for coffee, water for sugary drinks, short movement breaks instead of reaching for nicotine.
- Financial awareness: set aside 10 minutes weekly to review budgets, small goals, or resources for support.

IF YOU **SOMETIMES** STRUGGLE:

- Notice patterns: when do certain substances or habits spike?
- Make small adjustments: reduce caffeine after 2pm, limit alcohol to weekends, add one smoke-free hour daily.
- Use reflection prompts to notice the effect of these changes on stress and mood.

IF YOU **RARELY** STRUGGLE:

- Celebrate your awareness and consistency!
- Consider helping others by sharing practical strategies or tips for small, positive lifestyle adjustments.
- Explore ways to enhance balance: mindful hydration, regular breaks, or lifestyle rituals that support wellbeing.

Practical Tips

01 HYDRATION HABIT

Keep a water bottle handy and aim for 1.5–2L per day.

02 CAFFEINE TIMING

Limit coffee or energy drinks to before midday to protect sleep and reduce jitteriness.

03 ALCOHOL AWARENESS

Track consumption weekly and notice its effect on sleep, mood, and energy.

04 NICOTINE ALTERNATIVES

Try short walks, breathing exercises, or stress-relief snacks as healthier replacements.

05 MICRO FINANCIAL CHECK-INS:

Spend 5–10 minutes reviewing your budget, bills, or small financial goals weekly to reduce stress.

Section 4: Lifestyle Factors

AFFIRMATION

“I make mindful choices that support my energy, wellbeing, and balance each day.”

REFLECTION PROMPT

“Which lifestyle habit has the biggest impact on my stress levels? What is one small, manageable step I can take this week to shift it positively?”

Optional: Consider how different choices affect those around you — modelling positive lifestyle habits can inspire others and improve your environment.



After exploring your habits, emotions, social networks, and lifestyle factors, this final section invites you to take a step back — to reflect, find meaning, and reconnect with what truly matters.



Section 5: Reflection & Connection

Finding Meaning and Belonging

“When we pause to reflect, we create space to grow. When we connect, we remind ourselves we’re not alone.”

This is where awareness becomes action. Reflection helps you notice patterns, celebrate progress, and realign your choices with your values. Connection helps you share your experiences, gain perspective, and find strength in community.

If You Often Feel Disconnected or Unsure Where to Begin...

Start small. Choose one meaningful connection to nurture — a friend, colleague, or family member.

- Send a message, share something you’ve learned, or simply ask how they’re doing.
- Join a group or community that aligns with your interests or values.
- Engage in gratitude — write down one thing each day that brings you a sense of belonging.

Connection doesn’t have to be big or loud — it starts with small acts of presence.

If You Sometimes Reflect but Struggle to Make Time for It...

Try weaving reflection into your daily rhythm.

- End your day by jotting down three words that describe how you felt and why.
- Take mindful moments between tasks — even 30 seconds of stillness can reset your perspective.
- When emotions arise, ask: “What is this feeling trying to tell me?”

Reflection turns experience into wisdom — but only when we pause long enough to listen.

If You Regularly Reflect and Feel Connected...

Celebrate that awareness.

- Share what you’ve learned with others — your insight may inspire someone else’s journey.
- Continue to check in with yourself monthly: What’s working? What needs adjusting?
- Challenge yourself to deepen your sense of purpose — through volunteering, creativity, or mentorship.

Being connected doesn’t just mean having people around you — it means living in alignment with who you truly are.

Mini Reflection Exercise

Grab a notebook or journal and explore:

1. What has this wellbeing guide helped you notice about yourself?
2. What area of your life feels most in balance right now?
3. What's one small, realistic step you'll take to strengthen your wellbeing this week?



AFFIRMATION

“I am learning, growing, and creating space for what nourishes me. Each reflection brings me closer to balance.”

Your Wellbeing Journey Continues

“You can’t always control what happens around you — but you can shape how you respond, recharge, and rise again.”

You've taken an important step today.

By completing the survey and exploring this guide, you've already begun the process of understanding yourself, managing stress, and building lasting resilience. Remember: wellbeing isn't a destination — it's a daily practice. Every small, mindful choice you make adds up to something powerful. Whether it's a deep breath before a meeting, a walk after work, or reaching out for support — these are all signs of growth and self-care.

At The Stress Management Society, we're here to support you every step of the way with practical tools, resources, and community.

KEEP EXPLORING & GROWING

Discover More Resources

Explore guides, videos, and wellbeing tools to help you manage stress and thrive at: www.stress.co.uk/resourcehub/

Join Our Webinars & Events

Learn from experts, gain practical insights, and connect with others through our regular wellbeing webinars and offers.

Stay Connected

Get stress-busting tips, offers, and wellbeing updates straight to your inbox by subscribing here: www.stress.org.uk/sign-up-to-our-stress-busting-newsletter/

Need More Support?

We're here to help. For more information or tailored wellbeing guidance, reach out to our team: info@stress.org.uk

“Wellbeing isn't about doing everything perfectly — it's about showing up for yourself, one small step at a time.” Keep reflecting, keep connecting, and keep leading with love — your future self will thank you.