

# Can Being More Efficient Lower Stress?

**More opportunity and more demand  
without adding to your stress**

Personal Development Tips, Tricks and Strategies

# Learn To Be More Efficient

- Get more work done & do it better
- **Your boss is happy & you won't get into trouble**
- Given more responsibilities as a result
- **You should be able to add to your workload**

# Get Support

- Efficiency means getting others to help you out
- **As responsibilities increase, you should get support**
- More difficult for colleagues to resist your authority
- **Show them how to be more efficient**
- Will get them on board & likely ask others for help

# Increased Efficiency

- Get more work done in less time
- **Constantly look for ways to do things better**
- Via automation or delegation
- **Get more done with less = lower stress levels**
- You will be happier at work

# Don't Add Stress

- Some managers may take advantage...
- **Get more done & they increase your workload**
- This will increase stress levels if they don't support you
- **E.g. If they discourage you from delegating**
- Or they don't give you the tools you need

# Overwhelm Adds To Stress

- Talk it out with your manager - but if this doesn't help
- **It may be time to look elsewhere**
- Good news – you have increased skills in being efficient
- **That will help you land a new job quicker**

# Results Of Efficiency

- Be more efficient & have greater control of your workload
- **People find they free up time & get breathing room**
- So you're not scrambling to get work done by deadlines
- **More opportunity & be more in demand...**
- Without adding to stress levels

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