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| *Business Purpose* | Employees here at ABC International, and across the globe, are experiencing record levels of stress as a result of the fast-paced environment in which we live. Stress is unavoidable and a normal part of life that can either affect us significantly or help us grow depending on how we react to it. The working population is particularly subject to physical, emotional and mental stress. Let’s make sure we can properly manage it before it manages us.    This module is designed to help you better understand what stress is and how to recognize the triggers. It is important to be able to identify triggers in order to help us proactively use strategies that will reduce and alleviate stress as we encounter those inevitable stressors. | |
| *Target Audience* | All ABC International Employees, both current and new hires | |
| *Training Time* | Estimated 20 minutes | |
| *Training Recommendation* | This course will be an eLearning module. It will be required for all employees, both current and any new hires. New hires will be required to complete this course during their onboarding. eLearning is the best format as it allows the learner to progress through the material at their convenience and at a pace that suits their needs. Material can be reviewed as they progress. | |
| *Deliverables* | In addition to this design document, you will receive:   * 1 eLearning module * Designed in Articulate Rise * Includes a scenario-based interaction * Includes a knowledge checks and a final assessment | |
| *Learning Objectives* | At the end of this course, the learner will be able to:   * Define what stress is * Explain the negative impacts of stress * Identify common stress triggers * Identify techniques that allow you to better manage stress triggers | |
| *Brain related issuesTraining Outline* | **Introduction**   * Summary of the course   **Learning Objectives**   * Define what stress is * Identify the impact stress has on job performance * List common stress triggers * Identify techniques that allow you to better manage stress triggers   **Topic: Fundamentals of Stress**   * What is Stress? * The Stress Process * Fight or Flight Response * Symptoms of Emotional or Psychological Stress * Symptoms of Physical Stress   **Topic: Stress and Work Performance**   * The Relationship between Work Stress and Job Performance * Good Stress vs. Bad Stress   **Topic: Types of Stress Triggers**   * External Triggers * Internal Triggers   **Knowledge Check**  **Topic: Strategies to Relieve Stress**   * Practical Ways to Relieve Stress * Mindset * Breathing * Journaling * Diet and exercise   **Scenario Interaction**  **Knowledge Check**  **Final Assessment**   * 5 Interactive assessment questions * Immediate feedback given for both correct and incorrect answers   **Summary**   * Key points * Congratulations   **Additional Resources** | |
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| *Assessment Plan* | 5 Interactive assessment questions based on the 4 learning objectives | |