

[6 Strategies to Promote Relaxation]

Target Audience: Any employee at High Demand LLC who deals with stress from work expectations and need coping strategies to promote relaxation strategies for workplace situations.

Learning Objectives:

1. Identify six relaxation strategies
2. Apply strategies in work scenarios
3. Describe the steps in each relaxation strategy

Learning Level: Knowledge

Seat Time: 30 minutes

Outline:

- Course Intro / Navigation / Objectives
- Workplace Scenario
- Breathing Exercises
- Visualization
- Progressive Muscle Relaxation
- Mind Body Exercises
- Nature
- Mindfulness Meditation
- Practice Activity
- Review
- Knowledge Check
- Summary
- Into to Quiz
- Assessment
- Congratulations

Font:

Open Sans (body)

Calibri (bold; headings)

Avatars:

Mitchell (employee)

Renita (Supervisor)

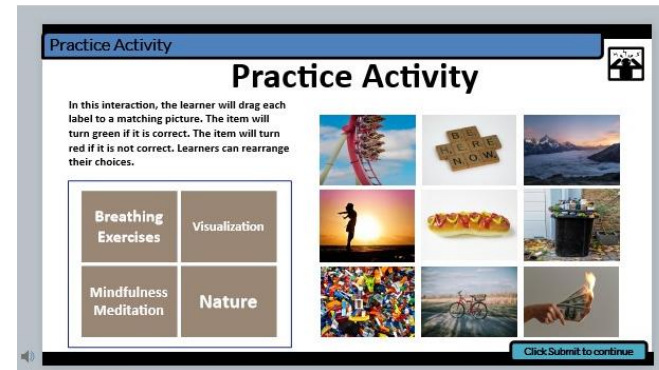
Color Palette:



Blue 4f81bd


Teal 4bacc6

Custom Border, Titles, and logo:




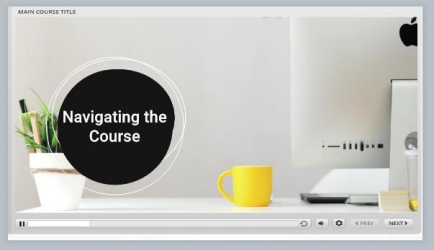
Global Comments:

- All slides will have a custom top and bottom border using custom color palette with a logo in the top right corner that signals the idea of stress.
- Photographs are used as the background for the slides.
- Use Classic player in Storyline.
- Title bar (and applicable directions/subtitle bar) set on the custom top border, centered left.
- Use custom color scheme for shapes throughout, white or black font on colored background. Black font on white background.
- Text in [brackets] should not appear on the slide or be recorded in voice over (VO).
- If text in a callout is too long to display at once, fade-out/fade-in text and arrange sequentially on timeline, do not use scrolling text in callouts.
- Seek bar visible and controllable for learner on all slide layers. Menu is "free."
- Slide numbers with letters (ex. 1.8a) indicate layers for corresponding slide number
- Slide dimensions are 16:9 ratio with a slide size (1280:720).
- Track Changes is on, so please use this to make corrections.
- For Questions or Comments, please use the Comments Feature.


Slide [1.1]		Menu Title: <i>[Name]</i>	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Black top border with stress icon 2 bottom borders in shades of blue and teal.</p> <p>Background image: wooden desktop with coffee cup, notepad, and pen.</p> <p>Course title is in bold over the background image.</p> 	<p>[Slide Title] Name</p> <p>[Slide Text] Reducing Stress in Your Work Environment</p> <p>Please type your name below and click the pen to get started.</p> <p>[Button] type your text here</p>	<p>[Narrator] [1]. Welcome to Reducing Stress in your work environment.</p> <p>Please type your name in the box below and then click the pen to get started.</p>	<p>The Learner types in name when prompted.</p> <p>The Learner's name will appear on the next slide.</p>

Slide [1.2]		Menu Title: <i>[Welcome]</i>	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Black top border with stress icon 1 bottom border in shade of blue.</p> <p>Background image: wooden desktop with coffee cup, notepad, and pen.</p> <p>Custom Start and Navigation buttons</p>	<p>[Slide Title] Welcome</p> <p>[Slide Text] Welcome</p> <p>6 Strategies to Promote Relaxation</p> <p>[buttons]</p> <p>Click the notepad to navigate</p>	<p>[Narrator] [1]. Welcome to this course on Reducing Stress in Your Work Environment. Today we will be learning about 6 strategies to promote Relaxation.</p> <p>When you are ready Click the coffee cup to begin! Or you can click the notepad to learn how to navigate the course.</p>	<p>When slide begins the learner's name will appear in the badge on the table.</p> <p>The welcome text will fade in from the bottom. "6 strategies to promote relaxation" will fade in from the bottom.</p> <p>When the audio says "when you are ready, click the coffee cup" the button will appear next to the coffee cup. Coffee cup will have a hotspot to take the learner to slide 1.5</p>

	<p>Click the coffee cup to begin</p>		<p>When the audio says “or you can click the notepad to learn how to navigate the course” the button will appear next to the notepad. This button will take the learner to slide 1.3</p>
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Slide [1.3] Menu Title: <i>[Navigation]</i>			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Top and bottom borders are black. Stress icon on left top corner. Blue border says Navigating the Course.</p> <p>Background image: Desk with yellow coffee cup, computer monitor, plant.</p> <p>Large black circle with white font has Navigating the course on the left side of the slide.</p> <p>Callout arrows with text labels point to the player features.</p> 	<p>[Slide Title] Navigating the Course</p> <p>[Slide Text] Navigating the Course</p> <p>During this course you will be moving through the slides.</p> <p>Let’s look at the buttons that you will be using.</p> <p>[Callouts]</p> <p>Seek bar</p> <p>Previous/Next</p> <p>Menu</p> <p>Accessibility</p> <p>Play/Pause</p> <p>Volume</p> <p>Replay</p>	<p>[Narrator] [1]. During this course you will be moving through the slides. Let’s look at the buttons that you will be using.</p> <p>The Seek Bar will allow the learner to see where they are in each slide. The seek bar will be at the bottom of each slide.</p> <p>The Previous and Next buttons will allow you to move forward and backwards through the slides.</p> <p>The Menu will appear on the left-hand side of the slide. The menu will allow the learner to see where you are in the course. The Menu will also allow you to move forward or backwards on slides by clicking on them.</p> <p>Accessibility options are located here.</p> <p>Play Pause button allows you to pause the slide or resume play.</p> <p>The Volume button will allow you to raise or lower the audio sound to a level that is comfortable for you.</p>	<p>First text box will fade in from the bottom and stay for 4 seconds.</p> <p>Second text box will appear.</p> <p>Callout arrows with text labels will fade in timed with their reference in the audio.</p> <p>Each Arrow will have a motion path that starts at the top of the slide and ends at the player button. Menu- motion path is horizontal. Resources- the motion path is diagonal starting at the bottom left corner of the slide and moving to the top right corner.</p> <p>At the end of the audio, the click next to continue button will appear.</p> <p>The Next button will take you to slide 1.5</p>


	<p>Resources</p> <p>Click next to continue</p>	<p>Click the Replay button to see the entire slide again.</p> <p>Click the Resources tab to learn more about Reducing Stress.</p> <p>The Submit button will be used in the quiz. This button will allow you to advance to the next slide.</p>	
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Slide [1.5]	Menu Title: [Learning Objectives]	Objective: [1,2,3]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Top border is black. Second top border is blue with the title Learning Objectives. Stress icon in the top right corner.</p> <p>Background image is a desk with keyboard, coffee cup, pens, magnifying glass and notebook. The notebook says Things to do today. This image is translucent.</p> <p>Each text box is a pale tan color with a black outline.</p> <p>Click Next to continue will be teal with a black outline.</p> 	<p>[slide title]</p> <p>Learning Objectives</p> <p>[Slide Text]</p> <p>Learning Objectives</p> <p>Each day we walk into work with a list of things to do. We all have stress, but we can choose to manage it in many ways.</p> <p>By the time you finish this course, you will be able to:</p> <p>Identify 6 relaxation strategies</p> <p>Apply relaxation strategies in work scenarios</p> <p>Describe the steps in each relaxation strategy</p>	<p>[Narrator]</p> <p>[1]. Each day we walk into work with a list of things to do. We all have stress, but we can choose to manage it in many ways.</p> <p>By the time you finish this course, you will be able to:</p> <p>Identify 6 relaxation strategies</p> <p>Apply relaxation strategies in work scenarios</p> <p>Describe the steps in each relaxation strategy</p> <p>Click Next to continue</p>	<p>When the timeline starts on this slide, Layer A will begin. When the timeline ends on Layer A, the base layer will automatically begin.</p> <p>The background image will have a notepad that say Things to Do today test. This will appear and then leave before the first text box flies in.</p> <p>Text box 2 flies in from the left and lands at the top of the slide centered under the border “Each Day we walk into work.”</p> <p>This text box 3 will disappear before the next text box fades in from the left and lands on the right/center of the slide.</p> <p>Learning Objectives text will fade in and out timed with the VO.</p> <p>Click Next to continue will appear at the end of the timeline.</p> <p>The Next button will take you to slide 1.4</p>


	Click Next to continue		
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Slide [1.5A]		Menu Title: [Layer A]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Top and bottom border are black. Stress icon is in the top righthand corner. Casual office setting</p> <p>The slide begins with a background image of a conference room, with table, chairs and workspace. Mitchell enters from the right and faces the learner, while Renita enters from the left and faces Mitchell.</p> <p>Callout shapes track Mitchell's thoughts and their conversation on the screen.</p> <p>As Mitchell and Renita converse, the callout shape will remain between them. Mitchell's avatar has 2 poses: thinking and upset/hands up in the air. Mitchell changes from thinking to upset after his second callout shape. Renita's avatar has 1 pose: walking/happy/ with finger pointing at Mitchell.</p>	<p>[Slide Title] Learning Objectives</p> <p>[Slide Text] [Renita callout] Hi Mitchell, How is your day going?</p> <p>[Mitchell callout] Hi Renita, Busy day. My list of things to do is long. I am not sure what to do first. I am so stressed out.</p> <p>[Renita callout] Mitchell, I have worked here for 10 years. I have learned several strategies for managing stress during the work day. Let me show you.....</p>	<p>[Renita] [1] Hi Mitchell, How is your day going?</p> <p>[Mitchell] [2] Hi Renita, Busy day. My list of things to do is long. I am not sure what to do first. I am so stressed out.</p> <p>[Renita] [3] Mitchell, I have some ideas to show you....</p>	<p>The callout text will be displayed on the slide timed with the VO audio.</p> <p>Slide begins with Mitchell moving along a motion path from the right. Renita is moving along a motion path from the left.</p> <p>Callout shapes track their conversation, with slide text fading in and out timed with the VO.</p> <p>The Next button will be hidden on this slide.</p> <p>When the timeline ends on this layer, the base layer of the slide starts.</p>



Slide [1.4]		Menu Title: [Workplace Scenario]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom top and bottom border with stress icon in the top righthand corner. Blue border says Learning Objectives.</p> <p>Background image is an office with a white background, plant, lamp, and clock.</p> <p>Renita has 3 poses. First, she is happy with her arms crossed, smiling, Second, Renita is talking with hands stretched out to the learner. Third, Renita is holding a sign and looking at the words on the sign.</p> 	<p>[Slide Title]</p> <p>Learning Objectives</p> <p>[Slide Text]</p> <p>Learning Objectives</p> <p>Some days I struggle with stress during my workday. I can still feel anxious and stressed after I get home.</p> <p>I have tried many things to relieve my stress. Let me show you 6 strategies that really work!</p> <p>Click Next to continue</p>	<p>[Renita]</p> <p>[1] Some days I struggle with stress during my workday. I can still feel anxious and stressed after I get home. I have tried many things to relieve my stress. Let me show you 6 techniques that really work!</p>	<p>The slide begins with Renita's 1st avatar saying "hi I am Renita".</p> <p>Renita's changes to 2nd avatar on the words "some days."</p> <p>VO and Text boxes are timed to match.</p> <p>Renita's 3rd avatar changes when the Text box 1 disappears.</p> <p>At the end of the timeline Click Next to continue appears.</p> <p>The Next button will take you to slide 2.1</p>

Slide [2.1]		Menu Title: [6 Strategies to Relax]		Objective: [1]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:	

<p>Custom black top and bottom border and stress icon in the top righthand corner.</p> <p>Background image is of a young woman laying horizontally on a rock with the ocean behind her.</p> <p>There are 6 parallelograms ovetop of this image in shade of light blue. Parallelograms are translucent at different levels (60,50,40,30,20,15%).</p> <p>Each parallelogram has a relevant icon at the bottom.</p> 	<p>[Slide Title] 6 Strategies to Relax</p> <p>[Slide Text] Click Here to continue</p>	<p>[Renita] [1] Today you will learn six strategies to relax while you are at work. Each strategy can be used whenever you need it. Click the tabs to learn more.</p>	<p>The Next button is hidden at the beginning of the timeline.</p> <p>Learner chooses a parallelogram to learn more. After each parallelogram is selected it will turn grey. The learner can choose the parallelograms in any order but needs to visit all six. The audio on the base layer will only play once.</p> <p>When all parallelograms are visited, the Click here to continue will appear.</p> <p>After the learner chooses a parallelogram, the learner will be taken to a new slide in a branching scenario.</p> <p>Breathing- will go to slide 2.2 Visualization- will go to slide e2.3 Progressive Muscle Relaxation- will go to slide 2.4 Mind Body- will go to slide 2.5 Nature- will go to slide 2.5 Mindfulness Meditation- will go to slide 2.6</p> <p>When all layers are Visited, the Next button will go to slide 2.8</p>
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Slide [2.1A]	Menu Title: [Tab 1]	Objective: [1]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom border and stress icon in the top righthand corner.</p> <p>Background image is of a young woman laying horizontally on a rock with the ocean behind her.</p>	<p>[Slide Title] Breathing</p> <p>[Slide Text] Breathing</p> <p>We breathe rapidly when we are stressed. We want our breath to</p>	<p>[Narrator] [1]. Breathing</p> <p>We breathe rapidly when we are stressed. We want our breath to be slow and deeper to relax.</p> <p>Click the button to try a Breathing Exercise.</p>	<p>When the timeline starts on this layer, 5 of the parallelograms will slide to the right.</p> <p>A text box 1 will fade in and will be timed to the VO.</p> <p>Text box 2 will fade in ad be timed to the VO.</p>

<p>There are 6 parallelograms ovetop of this image in shade of light blue. Parallelograms are translucent at different levels (60,50,40,30,20,15).</p> <p>Each parallelogram has a relevant icon at the bottom.</p>	<p>be slow and deeper to relax.</p> <p>[button] Click the button to try a Breathing Exercise.</p>		<p>When the learner clicks the button, they will go to slide 2.2</p>
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Slide [2.1B]	Menu Title: [Tab 2]	Objective: [1]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom border and stress icon in the top righthand corner.</p> <p>Background image is of a young woman laying horizontally on a rock with the ocean behind her.</p> <p>There are 6 parallelograms ovetop of this image in shade of light blue. Parallelograms are translucent at different levels (60,50,40,30,20,15).</p> <p>Each parallelogram has a relevant icon at the bottom.</p>	<p>[Slide Title] Visualization [Slide Text] Visualization</p> <p>Imagining a peaceful scenario can produce feeling of relaxation.</p> <p>[button] Click this button to try a Visualization Exercise.</p>	<p>[Narrator] [1]. Visualization</p> <p>Imagining a peaceful scenario can produce feeling of relaxation.</p> <p>Click this button to try a Visualization Exercise.</p>	<p>When the timeline starts on this layer, 4 of the parallelograms will slide to the right. A text box 1 will fade in and will be timed to the VO.</p> <p>Text box 2 will fade in ad be timed to the VO.</p> <p>When the learner clicks the button, they will go to slide 2.3</p>

Slide [2.1C]	Menu Title: [Tab 3]	Objective: [1]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom border and stress icon in the top righthand corner.</p> <p>Background image is of a young woman laying horizontally on a rock with the ocean behind her.</p>	<p>[Slide Title] Progressive Muscle Relaxation [Slide Text] Progressive Muscle Relaxation</p>	<p>[Narrator] [1]. Progressive Muscle Relaxation Progressive Muscle Relaxation is tensing and relaxing a different group of muscles in the body.</p> <p>Click this button to try a Progressive Muscle Exercise.</p>	<p>When the timeline starts on this layer, 3 of the parallelograms will slide to the right.</p> <p>A text box 1 will fade in and will be timed to the VO.</p> <p>Text box 2 will fade in ad be timed to the VO.</p>



<p>There are 6 parallelograms ovetop of this image in shade of light blue. Parallelograms are translucent at different levels (60,50,40,30,20,15).</p> <p>Each parallelogram has a relevant icon at the bottom.</p>	<p>Progressive Muscle Relaxation is tensing and relaxing a different group of muscles in the body.</p> <p>[button] Click this button to try a Progressive Muscle Exercise.</p>		<p>When the learner clicks the button, they will go to slide 2.4</p>
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Slide [2.1D]		Menu Title: <i>[Tab 4]</i>		Objective: [1]			
Visual / Display:		Slide Text:		Narration / Voiceover:		Animation / Interaction:	
<p>Custom black top and bottom border and stress icon in the top righthand corner.</p> <p>Background image is of a young woman laying horizontally on a rock with the ocean behind her.</p> <p>There are 6 parallelograms ovetop of this image in shade of light blue. Parallelograms are translucent at different levels (60,50,40,30,20,15).</p> <p>Each parallelogram has a relevant icon at the bottom.</p>	<p>[Slide Title] Mind Body Exercises</p> <p>[Slide Text] Mind Body Exercises</p> <p>Mind Body Exercises are activities that will focus on Posture, Movement, Breathing and Mindfulness practices.</p> <p>[button] Click this button to try a Mind Body Exercise.</p>	<p>[Narrator] [1]. Mind Body Exercises</p> <p>Mind Body Exercises are activities that will focus on Posture, Movement, Breathing and Mindfulness practices.</p> <p>Click this button to try a Mind Body Exercise.</p>	<p>When the timeline starts on this layer, 2 of the parallelograms will slide to the right.</p> <p>A text box 1 will fade in and will be timed to the VO.</p> <p>Text box 2 will fade in ad be timed to the VO.</p> <p>When the learner clicks the button, they will go to slide 2.5</p>				


Slide [2.1E]		Menu Title: <i>[Tab 5]</i>		Objective: [1]			
Visual / Display:		Slide Text:		Narration / Voiceover:		Animation / Interaction:	

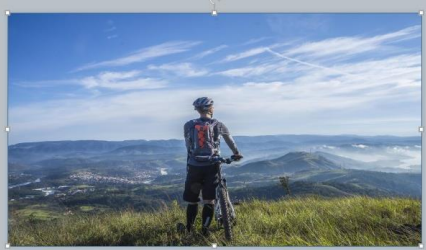
<p>Custom black top and bottom border and stress icon in the top righthand corner.</p> <p>Background image is of a young woman laying horizontally on a rock with the ocean behind her.</p> <p>There are 6 parallelograms ovetop of this image in shade of light blue. Parallelograms are translucent at different levels (60,50,40,30,20,15).</p> <p>Each parallelogram has a relevant icon at the bottom.</p>	<p>[Slide Title] Being in Nature</p> <p>[Slide Text] Being in Nature</p> <p>Being in Nature helps boost your feelings of wellbeing.</p> <p>[button] Click this button to try a Nature exercise.</p>	<p>[Narrator] [1]. Being in Nature</p> <p>Being in Nature helps boost your feelings of wellbeing.</p> <p>Click this button to try a Nature exercise.</p>	<p>When the timeline starts on this layer, 1 of the parallelograms will slide to the right.</p> <p>A text box 1 will fade in and will be timed to the VO.</p> <p>Text box 2 will fade in ad be timed to the VO.</p> <p>When the learner clicks the button, they will go to slide 2.6</p>
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Slide [2.1F]	Menu Title: [Tab 6]	Objective: [1]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom border and stress icon in the top righthand corner.</p> <p>Background image is of a young woman laying horizontally on a rock with the ocean behind her.</p> <p>There are 6 parallelograms ovetop of this image in shade of light blue. Parallelograms are translucent at different levels (60,50,40,30,20,15).</p> <p>Each parallelogram has a relevant icon at the bottom.</p>	<p>[Slide Title] Mindful Meditation</p> <p>[Slide Text] Mindful Meditation</p> <p>Being mentally present during an activity.</p> <p>[button] Click this button to try a Mindfulness Exercise.</p>	<p>[Narrator] [1]. Mindful Meditation</p> <p>Being mentally present during an activity.</p> <p>Click this button to try a Mindfulness Exercise.</p>	<p>When the timeline starts on this layer, none of the parallelograms will slide to the right.</p> <p>A text box 1 will fade in and will be timed to the VO.</p> <p>Text box 2 will fade in ad be timed to the VO.</p> <p>When the learner clicks the button, they will go to slide 2.7</p>


Slide [2.1G]		Menu Title: <i>[Workplace Scenario]</i>	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Same office scene.</p> <p>Mitchell looks upset and Renita looks happy. Both avatars are close to the learner from the waist up.</p> 	<p>[Slide Title] Workplace Scenario</p> <p>[Slide Text] [Mitchell callout] I am interested in anything that will help me relax AT work and AFTER work.</p>	<p>[Mitchell] [1]. I am interested in anything that will help me relax AT work and AFTER work.</p>	<p>The timeline begins with this layer. Mitchell and Renita come in with a motion path. Mitchell's VO and text box are timed to match.</p> <p>When the timeline ends, the slide automatically goes to the accordion base layer.</p>
Slide [2.2]		Menu Title: <i>[Breathing Exercises]</i>	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Background image is a photo of a girl breathing with arms extended behind her. Sunset colors the sky and the beach.</p> <p>Title is located under the top border.</p> 	<p>[Slide Title] Breathing Exercises</p> <p>[Slide Text] Breathing Exercises Here is an easy breathing exercise called 4, 7, 8. First, get comfortable by sitting or laying down. Second, Take a deep breath in for 4 seconds. Next, hold the breath for 7 seconds.</p>	<p>[Narrator] [1]. The first type of relaxation is Breathing exercises.</p> <p>We breathe rapidly when we are stressed. We want our breath to be slower and deeper to relax.</p> <p>Here is an easy breathing exercise called 4, 7, 8.</p> <p>First, get comfortable by sitting or laying down.</p> <p>Second, Take a deep breath in for 4 seconds. Next, hold the breath for 7 seconds.</p>	<p>When the timeline begins, the VO starts.</p> <p>Title flies up from the bottom.</p> <p>3 icons of wind snake across the slide from the left to the right.</p> <p>Text box appears and flies up from the bottom. Wind disappears.</p> <p>Text box has 4 steps. Each highlight (Font turns white) in time to the VO.</p> <p>When finished Text box 3 fades in under picture of girl. After VO finishes, Black box with pink shadowbox effect appears over top of Text box 1. There is text and a video.</p>

	<p>Last, take 8 second to slowly let the breath out.</p> <p>While you are doing this ask yourself “how does it feel to pass the breath through my body?”</p> <p>Are you ready to try this? Watch this video and try the 4, 7, 8 Breathing Exercise right now.</p>	<p>Last, take 8 second to slowly let the breath out. While you are doing this ask yourself “how does it feel to pass the breath through my body?”</p>	<p>At the end of the timeline, the slide automatically goes to a Workplace Scenario layer.</p>
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Slide [2.2A]		Title: <i>[Workplace Scenario]</i>		Objective: [3]			
Visual / Display:		Slide Text:		Narration / Voiceover:		Animation / Interaction:	
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Same office scene as before.</p> <p>Mitchell is looking at the learner and is on the right of the table, and Renita is on the left looking at Mitchell. Both avatars are close to the learner and are pictured from the waist up.</p> 	<p>[Slide Title] Workplace Scenario</p> <p>[Slide Text] [Mitchell callout] Okay, I think I could try the Breathing Exercise at my desk.</p> <p>[Renita callout] Yes, I like this exercise. It is easy to do anywhere.</p> <p>Click here to continue.</p>	<p>[Mitchell] [1]. Okay, I think I could try the Breathing Exercise at my desk</p> <p>[Renita] [2]. Yes, I like this exercise. It is easy to do anywhere.</p>	<p>When the timeline begins, the VO is matched to the callout text.</p> <p>When the timeline ends, the Click here to continue appears.</p>				

Slide [2.3]	Menu Title: [Visualizations]		Objective: [1,2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Background image is a phot of a mountain biker looking out at a valley. Title is under the top border.</p> 	<p>[Slide Title]</p> <p>Visualization</p> <p>[Slide Text]</p> <p>Visualization</p> <p>Our second relaxation technique is Visualization.</p> <p>Imagining a peaceful scenario can produce feelings of relaxation.</p> <p>First, close your eyes. Next, imagine a calm and peaceful setting. Then, imagine yourself in this setting with all 5 of your senses. Last, say a prayer, positive statement, or a chant.</p> <p>Watch this video. Imagine your fi8ve senses on this mountain. Say a chant when you are finished.</p>	<p>[Narrator]</p> <p>[1]. Our second relaxation technique is Visualization.</p> <p>Imagining a peaceful scenario can produce feelings of relaxation.</p> <p>First, close your eyes. Next, imagine a calm and peaceful setting. Then, imagine yourself in this setting with all 5 of your senses. Last, say a prayer, positive statement, or a chant.</p>	<p>When the timeline begins, the VO starts.</p> <p>Title flies up from the bottom.</p> <p>Text box appears and flies up from the bottom.</p> <p>Text box has 4 steps. Each highlight (Font turns white) in time to the VO.</p> <p>After VO finishes, Black box with blue shadowbox effect appears over top of Text box 1. There is text and a video.</p> <p>At the end of the timeline, the slide automatically goes to a Workplace Scenario layer.</p>


Slide [2.3A]	Menu Title: [Workplace Scenario]		Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:


<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Same office scene.</p> <p>Renita's avatar is smiling with hands with her hands at her sides. Mitchell is smiling with his hands up in the air.</p> <p>Both avatars are close to the learner from the waist up.</p> 	<p>[Slide Title] Workplace Scenario</p> <p>[Slide Text] Workplace Scenario</p> <p>[Mitchell callout] Wow, I really like this technique. I would imagine myself at the beach.</p> <p>[Renita callout] I can smell the suntan lotion and hear the waves.</p> <p>[Mitchell callout] I could use this strategy while driving home from work.</p> <p>Click Here to continue</p>	<p>[Mitchell] [1] Wow, I really like this technique. I would imagine myself at the beach.</p> <p>[Renita] [2] I can smell the suntan lotion and hear the waves.</p> <p>[Mitchell] [3] I could use this strategy while driving home from work.</p>	<p>When the timeline begins, the VO is matched to the callout text.</p> <p>When the timeline ends, the Click here to continue appears</p>
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Slide [2.4]	Menu Title: <i>[Progressive Muscle Relaxation]</i>	Objective: [1,2]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Background image is a photo of a little boy curling his arm muscles above his shoulders.</p> <p>Title is under the top border.</p>	<p>[Slide Title] Progressive Muscle Relaxation</p> <p>[Slide Text] Progressive Muscle Relaxation</p>	<p>[Narrator] [1]. Our third technique is Progressive Muscle Relaxation. In this technique you will be tensing and relaxing a different group of muscles in the body.</p> <p>First you will start at the bottom of your body and move to your toes.</p> <p>Second, breathe in for 10 seconds.</p>	<p>When the timeline begins, the VO starts.</p> <p>Title flies up from the bottom.</p> <p>Text box appears and flies up from the bottom.</p> <p>Text box has 4 steps. Each highlight (Font turns white) in time to the VO.</p>

	<p>First you will start at the bottom of your body and move to your toes.</p> <p>Second, breathe in for 10 seconds.</p> <p>Next, tense up your toes for 30 seconds.</p> <p>Last, breathe out and relax for 30 seconds.</p> <p>Do this with each group of muscles, working your way to your head.</p> <p>Lay down.</p> <p>Relax your whole body. Start at your toes.</p> <p>Tense and flex.</p> <p>Now move to your calves.</p>	<p>Next, tense up your toes for 30 seconds.</p> <p>Last, breathe out and relax for 30 seconds.</p> <p>Do this with each group of muscles, working your way to your head.</p>	<p>After VO finishes, Black box with blue shadowbox effect appears over top of Text box 1. There is text and a video.</p> <p>At the end of the timeline, the slide automatically goes to a Workplace Scenario layer.</p>
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Slide [2.4A]	Menu Title: <i>[Workplace Scenario]</i>		Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Same office scene.</p> <p>Renita's avatar is looking confused with hands with her hands by her shoulders. Mitchell is laying on the</p>	<p>[Slide Title] Workplace Scenario</p> <p>[Slide Text] Workplace Scenario</p> <p>[Renita callout] Mitchell! What are you doing?</p>	<p>[Renita] [1] Mitchell! What are you doing?</p> <p>[Mitchell] [2] I am trying this technique out right now. Let's see... starting with my feet..... tense and relax</p>	<p>When the timeline begins, the VO is matched to the callout text.</p> <p>When the timeline ends, the Click here to continue appears</p>

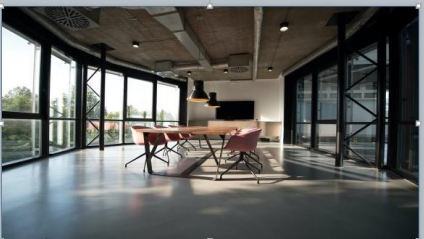
<p>floor horizontally and is thinking/talking.</p> <p>Both avatars are full size. Renita is on the left side of the slide, and Mitchell is laying down in front of the table.</p> 	<p>[Mitchell callout] I am trying this technique out right now. Let's see... starting with my feet..... tense and relax</p> <p>Click Here to continue</p>		
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Slide [2.5]	Menu Title: <i>[Mind Body]</i>	Objective: [1,2]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Background image is a photo of a man with his arms stretching out wide. He is facing the sunrise.</p> <p>Title is under the top border.</p> 	<p>[Slide Title] Mind Body Exercises</p> <p>[Slide Text] Mind Body Exercises</p> <p>Mind Body exercises are activities that will focus on Posture, Movement, Breathing, and Mindfulness Practices.</p> <p>Look online at your local gym or yoga studio.</p> <p>Yoga</p> <p>Tai Chi</p> <p>Qi Gong</p>	<p>[Narrator]</p> <p>[1]. Our fourth technique for bringing more relaxation is Mind Body Exercises.</p> <p>Mind Body exercises are activities that will focus on Posture, Movement, Breathing, and Mindfulness Practices. Look online at your local gym or yoga studio.</p>	<p>When the timeline begins, the VO starts.</p> <p>Title flies up from the bottom.</p> <p>Text box appears and flies up from the bottom it comes to the top of the slide (below the border and to the left of the stress icon).</p> <p>After VO finishes, Black box with orange shadowbox effect appears. There is text and a video.</p> <p>At the end of the timeline, the slide automatically goes to a Workplace Scenario layer.</p>

Slide [2.5A]	Menu Title: <i>[Workplace Scenario]</i>		Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Same office scene.</p> <p>Renita's avatar is on the left side of the slide. She is looking at Mitchell and talking. Mitchell has his arms crossed and is looking up at the ceiling.</p> <p>Both avatars are close to the learner from the waist up.</p> 	<p>[Slide Title] Workplace Scenario</p> <p>[Slide Text] Workplace Scenario</p> <p>[Mitchell callout] I have always wanted to take a Tai Chi class. I should sign up for one on Friday evenings to help me unwind from the work week.</p> <p>[Renita callout] Great idea!</p> <p>Click Here to continue</p>	<p>[Mitchell] [1] I have always wanted to take a Tai Chi class. I should sign up for one on Friday evenings to help me unwind from the work week.</p> <p>[Renita] [2] Great idea!</p>	<p>When the timeline begins, the VO is matched to the callout text.</p> <p>When the timeline ends, the Click here to continue appears</p>


Slide [2.6]	Menu Title: <i>[Nature]</i>		Objective: [1,2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Background image is a photo of a golden sunrise and a man in the center with his arms open wide. The man is black with the sun shining out around him.</p>	<p>[Slide Title] Nature</p> <p>[Slide Text] Nature</p> <p>Make a habit to get outside. Go for a walk.</p>	<p>[Narrator] [1]. Our fifth technique for reducing stress is get out in nature. Being in Nature helps boost your feelings of wellbeing.</p> <p>Make a habit to get outside. Go for a walk. Go on a bike ride. Work in your garden. Or go camping.</p>	<p>When the timeline begins, the VO starts.</p> <p>Title flies up from the bottom.</p> <p>Text box appears and flies up from the bottom.</p> <p>Text box has 4 steps. Each highlight (Font turns white) in time to the VO.</p>

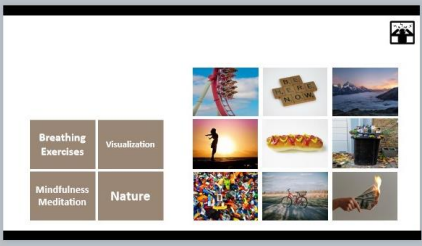
<p>Title is under the top border.</p> 	<p>Go on a bike ride. Work in your garden. Or go camping.</p> <p>Imagine you are on this bike ride.</p>		<p>After VO finishes, Black box with blue shadowbox effect appears over top of Text box 1. There is text and a video.</p> <p>At the end of the timeline, the slide automatically goes to a Workplace Scenario layer.</p>
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Slide [2.6A]	Menu Title: <i>[Workplace Scenario]</i>		Objective: [3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Same office scene.</p> <p>Renita's avatar is on the left side of the slide. She is looking at the learner and is excited. Her hands are clasped in front of her. Mitchell has his hands up in front of his chest and is smiling. He is also looking at the learner..</p> <p>Both avatars are close to the learner from the waist up.</p> 	<p>[Slide Title] Workplace Scenario</p> <p>[Slide Text] Workplace Scenario</p> <p>[Renita callout] Mitchell, this is my favorite relaxation technique. I can't wait to get on my bike after work and be outside!</p> <p>[Mitchell callout] You know, I agree! I should get outside more. I love to go camping. When I am outside, I don't think about all of the work things!</p> <p>Click Here to continue</p>	<p>[Renita] [1] Mitchell, this is my favorite relaxation technique. I can't wait to get on my bike after work and be outside!</p> <p>[Mitchell] [2] You know, I agree! I should get outside more. I love to go camping. When I am outside, I don't think about all of the work things!</p>	<p>When the timeline begins, the VO is matched to the callout text.</p> <p>When the timeline ends, the Click here to continue appears</p>


Slide [2.7]	Menu Title: <i>[Mindfulness Meditation]</i>	Objective: [1,2]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Background image is a photo of a golden sunrise and a woman in the center with her arms open wide.</p> <p>Title is under the top border.</p> 	<p>[Slide Title] Mindfulness Meditation</p> <p>[Slide Text] Mindfulness Mediation</p> <p>Our last technique is Mindfulness Meditation. Bringing your focus to right now. Do not think about the past. Do not think about the future. Close your eyes. Breathe. Be present during an activity. A shower, cooking, time with a loved one.</p>	<p>[Narrator] [1]. Our last technique is Mindfulness Meditation. Bringing your focus to right now. Do not think about the past. Do not think about the future. Close your eyes. Breathe. Be present during an activity. A shower, cooking, time with a loved one.</p>	<p>When the timeline begins, the VO starts.</p> <p>Title flies up from the bottom. The next text box appears on the left hand side and then another text box appears on the right hand side. Both text boxes have highlighting that is matched to the VO.</p> <p>After VO finishes, Black box with orange shadowbox effect appears. There is text and a video.</p> <p>At the end of the timeline, the slide automatically goes to a Workplace Scenario layer.</p>

Slide [2.7A]	Menu Title: <i>[Workplace Scenario]</i>	Objective: [3]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Same office scene.</p> <p>Renita's avatar is on the left side of the slide. She is looking at the learner and is smiling. Her hands are down at her side.</p> <p>Mitchell has his hands up in front of by his shoulders and is smiling. He is also looking at the learner..</p>	<p>[Slide Title] Workplace Scenario</p> <p>[Slide Text] Workplace Scenario</p> <p>[Mitchell callout] This is a great technique for when the meetings get a little too long.</p> <p>[Renita callout]</p>	<p>[Mitchell] [1] This is a great technique for when the meetings get a little too long.</p> <p>[Renita] [2] Yes, I can bring my focus in to be fully present.</p> <p>[Mitchell] [3] Thank you Renita for all six of these ideas. They are easy and I can do them at any time!</p>	<p>When the timeline begins, the VO is matched to the callout text.</p> <p>When the timeline ends, the Click here to continue appears</p>

<p>Both avatars are close to the learner from the waist up.</p> 	<p>Yes, I can bring my focus in to be fully present.</p> <p>[Mitchell] Thank you Renita for all six of these ideas. They are easy and I can do them at any time!</p>		
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Slide [2.8]	Menu Title: <i>[Practice Activity]</i>	Objective: [1,2,3]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom top and bottom borders with stress icon in the top righthand corner.</p> <p>The background is white on this slide.</p> <p>Title is in the blue border at the top</p>  <p>There are 4 brown squares in the lefthand bottom corner. Each square has a label on it.</p> <ul style="list-style-type: none"> • Breathing Exercises • Visualization • Mindfulness Meditation • Nature 	<p>[Slide Title] Practice Activity</p> <p>[Slide Text] Practice Activity</p> <p>In this interaction, the learner will drag each label to a matching picture.</p> <p>The item will turn green if it is correct. The item will turn red if is not correct. Learners can rearrange their choices.</p> <p>The next slide will have a knowledge check to identify the 6 techniques to relax.</p>	<p>[Narrator] [1]. In this interaction, the learner will drag each label to a matching picture. The item will turn green if it is correct. The item will turn red if is not correct. Learners can rearrange their choices.</p> <p>The next slide will have a knowledge check to identify the 6 techniques to relax.</p>	<p>The learner will not be able to start this activity until the audio has finished.</p> <p>The learner will drag each label to a matching picture.</p> <p>When finished, click Submit.</p> <p>The Next button will take you to slide 2.9</p>

<p>In the center/right of the slide are 9 square images.</p> <ul style="list-style-type: none"> • Roller coaster • Be here now- spelled in scrabble tiles • Mountain scene • Girl breathings • Hot dog • Overflowing trash can • Legos • Bike outside • Cash on fire 	<p>Click Submit to continue</p>		
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Slide [2.9]	Menu Title: <i>[Knowledge Check]</i>		Objective: [1,2,3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Background image is of a swimming pool with water rippling.</p> <p>Title is under the top border.</p> 	<p>[Slide Title] Knowledge Check</p> <p>[Slide Text] Knowledge Check</p> <p>Which relaxation technique are you using? [On Right side of slide]</p> <p>1.Imagine you are at the top of a mountain looking down at a lake. You imagine the wind in your hair. The sun is shining on your face. You can feel the grass as you lay down.</p>	<p>[Narrator] [1]. Which relaxation technique are you using?</p>	<p>When the timeline starts the VO will play.</p> <p>The Learner will choose an item on the left from the drop down menu to the match the label on the right.</p> <p>When all items are matched, click the submit button.</p> <p>The Next button will take you to slide 2.10</p>


	<p>2.You are going to the yoga studio for a new class.</p> <p>3. Sitting at home, you take in a breath and slow down your breathing.</p> <p>4.You stop all of your thoughts, and pay attention to the moment you are in.</p> <p>5. You are outside, working in your garden.</p> <p>6.You are laying down on the floor. You tighten and relax your feet, then your calves.</p> <p>[On the left side] Are 6 drop down windows that say...</p> <p>Visualization Mind Body Exercises Breathing Exercises Mindfulness Meditation Nature Progressive Muscle Relaxation</p>		
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Slide [2.9A] Menu Title: <i>[Correct]</i>			
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
Custom black top and bottom borders. Stress icon in the top righthand corner.	[Slide Title] Correct	[Narrator] [1]. Correct	

<p>Base layer Background image is of a swimming pool with water rippling is dimmed out.</p> <p>Title is under the top border.</p> <p>Green check mark on the slide.</p>	<p>[Slide Text]</p> <p>Correct</p> <p>That's right! You selected the correct response.</p>	<p>That's right! You selected the correct response.</p>	
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Slide [2.9B]		Menu Title: <i>[Incorrect]</i>	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Base layer Background image is of a swimming pool with water rippling is dimmed out.</p> <p>Title is under the top border.</p> <p>Large red X on center of the slide.</p>	<p>[Slide Title]</p> <p>Incorrect</p> <p>[Slide Text]</p> <p>Incorrect</p> <p>1. Imagine you are at a lake is VISUALIZATION.</p> <p>2. You are going to yoga is MIND BODY EXERCISES.</p> <p>3. Slowing down your breathe is BREATHING EXERCISES.</p> <p>4. Being in the moment is MINDFULNESS MEDITATION.</p> <p>5. Working in the garden is NATURE.</p> <p>6. Tensing muscles is PROGRESSIVE MUSCLE RELAXATION.</p>	<p>[Narrator]</p> <p>[1]. Incorrect</p> <p>1. Imagine you are at a lake is VISUALIZATION.</p> <p>2. You are going to yoga is MIND BODY EXERCISES.</p> <p>3. Slowing down your breathe is BREATHING EXERCISES.</p> <p>4. Being in the moment is MINDFULNESS MEDITATION.</p> <p>5. Working in the garden is NATURE.</p> <p>6. Tensing muscles is PROGRESSIVE MUSCLE RELAXATION.</p>	

Slide [2.10]		Menu Title: <i>[Review]</i>		Objective: [1,2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:	

<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>The background of this slide is white. With a Circle in the center of the slide, with 6 different colors. Labels near each section.</p> 	<p>[Slide Title] Review</p> <p>[Slide Text] Review Click on a section of the circle to see ach of the 6 techniques for reducing stress and promoting relaxation.</p> <p>Visualization Progressive Muscle Relaxation Mind Body Exercises Nature Mindfulness Meditation Breathing Exercises</p> <p>Click Next to continue</p>	<p>[Narrator] [1]. There are the 6 techniques to relax and reduce stress.</p> <p>You will have learned about each technique in this course.</p> <p>Click on each section of the circle to review the 6 techniques for reducing stress and promoting relaxation.</p>	<p>When the timeline starts the VO will begin. When the VO mentions the 6 strategies, each label color changes to red in a circular direction.</p> <p>Click next to continue appears at the end of the timeline.</p> <p>The Next button will take you to slide 3.1</p>
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Slide [2.10.1]	Menu Title: [Layer 1]	Objective: [1,2]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Base layer of the slide is dimmed out.</p> <p>A large yellow rectangle appears on the right side of the slide.</p> <p>There is a picture, title, definition and a Close button.</p>	<p>[Slide Title] Breathing Exercises</p> <p>[Slide Text] Breathing Exercises</p> <p>Try the 4, 7, 8 exercise. Breathe in for 4 seconds. Hold your breath for 7 seconds. Breathe out for 8 seconds. Slow down your breath and deepen it.</p>	<p>[Narrator] [1]. Breathing Exercises</p> <p>Try the 4, 7, 8 exercise. Breathe in for 4 seconds. Hold your breath for 7 seconds. Breathe out for 8 seconds. Slow down your breath and deepen it.</p>	<p>When the timeline starts the VO will begin.</p> <p>When the Learner clicks the close button it will return to the base layer of the slide.</p>

Slide [2.10.2]		Menu Title: [Layer 2]		Objective: [1,2]			
Visual / Display:		Slide Text:		Narration / Voiceover:		Animation / Interaction:	
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Base layer of the slide is dimmed out.</p> <p>A large sky blue rectangle appears on the right side of the slide.</p> <p>There is a picture, title, definition and a Close button.</p>		<p>[Slide Title]</p> <p>Visualization</p> <p>[Slide Text]</p> <p>Visualization</p> <p>Picture yourself in a beautiful and peaceful location.</p> <p>Imagine being there will all of your 5 senses.</p> <p>Say something to your self like a prayer or chant.</p>		<p>[Narrator]</p> <p>[1]. Visualization</p> <p>Picture yourself in a beautiful and peaceful location.</p> <p>Imagine being there will all of your 5 senses.</p> <p>Say something to yourself like a prayer or chant.</p>		<p>When the timeline starts the VO will begin.</p> <p>When the Learner clicks the close button it will return to the base layer of the slide.</p>	

Slide [2.10.3]		Menu Title: [Layer 3]		Objective: [1,2]			
Visual / Display:		Slide Text:		Narration / Voiceover:		Animation / Interaction:	
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Base layer of the slide is dimmed out.</p> <p>A large teal rectangle appears on the right side of the slide.</p> <p>There is a picture, title, definition and a Close button.</p>		<p>[Slide Title]</p> <p>Progressive Muscle Relaxation</p> <p>[Slide Text]</p> <p>Progressive Muscle Relaxation</p> <p>Start by tensing and relaxing your muscles in one area of your body.</p> <p>Start at your feet and work towards your head.</p>		<p>[Narrator]</p> <p>[1]. Progressive Muscle Relaxation</p> <p>Start by tensing and relaxing your muscles in one area of your body.</p> <p>Start at your feet and work towards your head.</p>		<p>When the timeline starts the VO will begin.</p> <p>When the Learner clicks the close button it will return to the base layer of the slide.</p>	


Slide [2.10.4]		Menu Title: [Layer 4]		Objective: [1,2]
Visual/Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:	
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Base layer of the slide is dimmed out.</p> <p>A large light blue rectangle appears on the right side of the slide.</p> <p>There is a picture, title, definition and a Close button.</p>	<p>[Slide Title] Mind Body Exercises</p> <p>[Slide Text] Progressive Muscle Relaxation</p> <p>Yoga, Tai chi, Qi Gong</p> <p>Exercises that focus on posture, breathing, movement, and mindfulness.</p>	<p>[Narrator] [1]. Mind Body Exercises Yoga, Tai chi, Qi Gong Exercises that focus on posture, breathing, movement, and mindfulness.</p>	<p>When the timeline starts the VO will begin.</p> <p>When the Learner clicks the close button it will return to the base layer of the slide.</p>	

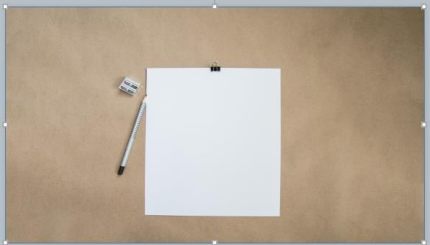
Slide [2.10.5]		Menu Title: [Layer 5]		Objective: [1,2]
Visual/Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:	
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Base layer of the slide is dimmed out.</p> <p>A large dark blue rectangle appears on the right side of the slide.</p> <p>There is a picture, title, definition and a Close button.</p>	<p>[Slide Title] Nature</p> <p>[Slide Text] Nature Going outside in Nature, helps boost your mood and your feelings of wellbeing. Make a habit to go outside.</p>	<p>[Narrator] [1]. Nature Going outside in Nature, helps boost your mood and your feelings of well being. Make a habit to go outside.</p>	<p>When the timeline starts the VO will begin.</p> <p>When the Learner clicks the close button it will return to the base layer of the slide.</p>	


Slide [2.10.6]		Menu Title: [Layer 6]		Objective: [1,2]
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Visual/ Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Base layer of the slide is dimmed out.</p> <p>A large red rectangle appears on the right side of the slide.</p> <p>There is a picture, title, definition and a Close button.</p>	<p>[Slide Title] Mindfulness Meditation</p> <p>[Slide Text] Mindfulness Meditation</p> <p>Being 100% present in the moment. Giving all of your focus for your present activity.</p>	<p>[Narrator]</p> <p>[1]. Mindfulness Meditation Being 100% present in the moment. Giving all of your focus for your present activity.</p>	<p>When the timeline starts the VO will begin.</p> <p>When the Learner clicks the close button it will return to the base layer of the slide.</p>

Slide [3.1]	Menu Title: [Summary]	Objective: [1]	
Visual/ Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Background image is six rocks in a pile with bamboo greens in the back ground.</p> <p>Black text box with white letters on the right side of screen. “Let’s Review these” in a matching green font color.</p> <p>At each rock the words for each type of strategy appear.</p>	<p>[Slide Title] Summary</p> <p>[Slide Text] Summary</p> <p>Today you have learned 6 techniques to reduce your stress in your work environment. Let’s review these strategies.</p> <p>Breathing Exercises</p> <p>Visualization</p> <p>Progressive Muscle Relaxation</p> <p>Mind Body Exercises</p>	<p>[Narrator]</p> <p>[1]. Today you have learned 6 techniques to reduce your stress in your work environment.</p> <p>Let’s review these strategies.</p> <p>Breathing Exercises Learning how to breathe deeper and slower. We tried the 4,7, 8 exercise.</p> <p>Visualization Imagining a peaceful scenario to produce feelings of relaxation.</p> <p>Progressive Muscle Relaxation Tensing and relaxing different groups of muscles in the body.</p> <p>Mind Body Exercises Yoga and Tai Chi</p>	<p>When the timeline begins text box 1 flies on to the screen from the bottom. The VO and the names of each strategy are matched.</p> <p>Each name fades in from the bottom of the slide, intime with the VO, and stops on a rock creating a list with the rocks as the bullet points.</p> <p>When the timeline ends, the Click Next to continue appears.</p> <p>The Next button will take you to slide 3.2</p>


	<p>Nature</p> <p>Mindfulness Meditation</p> <p>Click Next to continue</p>	<p>Exercises that focus on Posture, movement, breathing and mindfulness.</p> <p>Nature Getting out in nature boosts feelings of well being. Make being outside a habit.</p> <p>Mindfulness Meditation Bringing your focus to right now. being present in your daily activities.</p>	
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Slide [3.2]	Menu Title: [Intro to Quiz]	Objective: [1,2,3]	
Visual/ Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner. Blue border title says Assessment.</p> <p>Background image is a piece of brown butcher paper with a piece of white paper on top. There is a clip, pencil sharpener, and a pencil next to the white paper.</p> 	<p>[Slide Title]</p> <p>Assessment</p> <p>[Slide Text]</p> <p>Assessment</p> <p>It's time for a little quiz to test your knowledge</p> <p>You will need to get 80% correct to pass</p> <p>There will be 5 questions.</p> <p>You can take the quiz more than once</p> <p>Click Next to continue</p>	<p>[Narrator]</p> <p>[1]. It's time for a little quiz to test your knowledge...</p> <p>You will need to get 80% correct to pass.</p> <p>There is no time limit.</p> <p>You can take the quiz more than once.</p>	<p>When the timeline begins, the first text box flies in from the bottom, and is matched with the VO.</p> <p>Text box 2 flies up from the bottom.</p> <p>At the end of the timeline the Click Next to continue appears. When the learner clicks Next, they will advance to slide 3.3</p> <p>During the Assessment, when the Learner clicks submit, they will advance to the next slide. The learner should not get immediate feedback with Correct or Incorrect feedback layers. They should answer all of the questions sequentially FIRST in the graded assessment, then receive their score on the Results page.</p> <p>Score by question with 1 attempt for each quiz question as the learner progresses through the quiz. They will be able to retake the entire quiz at the end if they do not pass.</p> <p>Results slide: 3.8 graded quiz slide</p> <p>The Next button will take you to slide 3.3</p>


Slide [3.3]	Menu Title: [Assessment 1]	Hidden from Menu	Objective: [1]
Visual/ Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner. Blue border title says Assessment.</p> <p>Background image is an ocean and beach picture that is translucent.</p> 	<p>[Slide Title]</p> <p>Assessment 1</p> <p>[Slide Text]</p> <p>Assessment 1</p> <p>[Question]</p> <p>Number 1. Can you identify each relaxation Strategy? Match the name with the description. Drag the items on the right to the labels. When you are finished, click the Submit button.</p> <p>[On the left side] Mind Body Exercises Visualization Breathing Exercise Progressive Muscle Relaxation Nature Mindfulness Meditation</p> <p>[on the right side] Yoga and Tai Chi Imagine you are at the beach Breathe in for 4,7,8, seconds. Tense and relax your toes Go for a walk</p>	<p>[Narrator]</p> <p>[1]. Number one. Can you identify each relaxation strategy? Match the name with the description. Drag the items on the right to the labels. When you are finished, click the Submit button.</p>	<p>When the timeline starts the VO will play.</p> <p>The Learner will drag an item on the left to the matching label on the right.</p> <p>When all items are matched, click the submit button.</p> <p>The Submit button will take you to slide 3.4</p>

	<p>Be present in the moment</p> <p>Click Submit</p>		
<p>Blue text box with black outline in lower righthand corner.</p>	<p>[Slide Title]</p> <p>Post Review Layer:</p> <p>Mind Body matches to.....Yoga and Tai Chi,</p> <p>Visualization matches to..... Imagine you are at the beach</p> <p>Breathing Exercises matches to..... Breath in for 4,7, 8,</p> <p>Progressive Muscle Relaxation matches to..... Tense and relax your toes</p> <p>Nature matches to..... Go for a Walk</p> <p>Mindfulness Meditation matches to..... Be Present in the moment</p>	<p>[Narrator]</p> <p>[1]. Mind Body matches to.....Yoga and Tai Chi, Visualization matches to..... Imagine you are at the beach Breathing Exercises matches to..... Breath in for 4,7, 8, Progressive Muscle Relaxation matches to..... Tense and relax your toes Nature matches to..... Go for a Walk Mindfulness Meditation matches to..... Be Present in the moment</p>	<p>Stop Audio on Base layer when timeline starts on this layer.</p>


Slide [3.4]	Menu Title: [Assessment 2]	Hidden from Menu	Objective: [1,2]
Visual /Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner. Blue border title says Assessment.</p> <p>Background image is of a lake with a lantern and a man's feet in the bottom of the photo. Under the blue borer is the question.</p>	<p>[Slide Title] Assessment 2</p> <p>[Slide Text] Assessment 2</p> <p>[Question]</p>	<p>[Narrator]</p> <p>[1]. Number 2.</p> <p>Read this statement. Is it True or False?</p> <p>When you practice Visualization, you can be in a board meeting. True or False?</p> <p>When you are finished, click the Submit button.</p>	<p>When the timeline starts the VO will play.</p> <p>The Learner will listen carefully and choose true or false.</p> <p>Then click the submit button. The Submit button will take you to slide 3.5</p>


<p>True and false buttons are located in the water above the man's feet.</p> 	<p>Number 2. Read this statement. Is it true or false?</p> <p>When you practice Visualization, you can be in a board meeting.</p> <p>True or False?</p> <p>When you are finished, click the Submit button.</p>		
<p>Blue text box with black outline in lower righthand corner.</p>	<p>[Slide Title]</p> <p>Post Review Layer:</p> <p>When you practice Visualization, you will imagine your self in a beautiful location. You can do Visualization from anywhere.</p>	<p>[Narrator]</p> <p>[1]. When you practice Visualization, you will imagine your self in a beautiful location. You can do Visualization from anywhere.</p>	<p>Stop Audio on Base layer when timeline starts on this layer.</p>

Slide [3.5]	Menu Title: [Assessment 3]	Hidden from Menu	Objective: [3]
Visual/ Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner. Blue border title says Assessment.</p> <p>Background image is of a beach and sky at sunset with pink and blue colors. The question is located under the blue border. The four drop down answers are located on the left side of the slide.</p>	<p>[Slide Title]</p> <p>Assessment 3</p> <p>[Slide Text]</p> <p>Assessment 3</p> <p>[Question]</p> <p>Number 3. It's time to practice a breathing exercise.</p> <p>Choose a sentence from each drop-down menu,</p>	<p>[Narrator]</p> <p>[1]. Number 3. It's time to practice a breathing exercise. Choose a sentence from each drop-down menu, then put the activity in the correct order. When you are finished, click the Submit button.</p>	<p>When the timeline starts the VO will play.</p> <p>The Learner will drag each sentence to put the activity in the correct order.</p> <p>Then click the submit button. The Submit button will take you to slide 3.6</p>

	<p>then put the activity in the correct order. When you are finished, click the Submit button.</p> <p>Click Submit</p>		
<p>Blue text box with black outline in lower righthand corner.</p>	<p>[Slide Title]</p> <p>Post Review Layer:</p> <p>The correct order of the Breathing Exercise is.... Get comfortable, Breathe in for 4 seconds, Hold for 7, Breathe out for 8.</p>	<p>[Narrator]</p> <p>[1]. The correct order of the Breathing Exercise is.... Get comfortable, Breathe in for 4 seconds, Hold for 7, Breathe out for 8.</p>	<p>Stop Audio on Base layer when timeline starts on this layer.</p>


Slide [3.6]	Menu Title: [Assessment 5]	Hidden from Menu	Objective: [1,3]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner. Blue border title says Assessment.</p> <p>Background image is of 2 Adirondack chairs facing the beach and ocean. The question is located under the blue border.</p>	<p>[Slide Title]</p> <p>Assessment 4</p> <p>[Slide Text]</p> <p>Assessment 4</p> <p>[Question]</p> <p>Identify the steps in Visualization. Put the steps in order.</p> <p>Click the submit button, when you are finished.</p>	<p>[Narrator]</p> <p>[1]. Number 4</p> <p>Identify the steps in Visualization. Put the steps in order. Click the submit button when you are finished.</p>	<p>When the timeline starts the VO will play.</p> <p>The Learner will listen carefully and chose one answer that is done in Nature.</p> <p>Then click the submit button. The Submit button will take you to slide 3.8</p>


	<p>Click submit</p>		
<p>Blue text box with black outline in lower righthand corner.</p>	<p>[Slide Title]</p> <p>Post Review Layer:</p> <p>Visualization starts with closing your eyes, then Visualize a beautiful place, next image that place with your 5 senses, and last say something like a prayer or chant.</p>	<p>[Narrator]</p> <p>[1]. Visualization starts with closing your eyes, then Visualize a beautiful place, next image that place with your 5 senses, and last say something like a prayer or chant.</p>	<p>Stop Audio on Base layer when timeline starts on this layer.</p>


Slide [3.7]	Menu Title: <i>[Assessment 6]</i> Hidden from Menu	Objective: [2]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Background image is of a desk inside a workplace.</p> 	<p>[Slide Title]</p> <p>Assessment 5</p> <p>[Slide Text]</p> <p>Assessment 5</p> <p>Mitchell is feeling overwhelmed today at work.</p> <p>Which of the relaxation strategies could he use at his desk?</p> <p>Choose all that apply.</p> <p>When you are finished, click the Submit button.</p> <p>Mindful Meditation</p>	<p>[Narrator]</p> <p>[1]. Number 5</p> <p>Mitchell is feeling overwhelmed today at work.</p> <p>Which of the relaxation strategies could he use at his desk?</p> <p>Choose all that apply. When you are finished, click the Submit button.</p>	<p>When the timeline starts the VO will play.</p> <p>The Learner will listen carefully and chose all answers that apply.</p> <p>Then click the submit button.</p> <p>The Submit button will take you to slide 3.9</p>

	Visualization Breathing Exercises Nature		
Blue text box with black outline in lower righthand corner.	[Slide Title] Post Review Layer: Mitchell can do Breathing Exercises, Visualizations, and Mindful Meditation at his desk.	[Narrator] [1]. Mitchell can do Breathing Exercises, Visualizations, and Mindful Meditation at his desk.	Stop Audio on Base layer when timeline starts on this layer.

Slide [3.8]	Menu Title: [Results]	Objective: [1,2]	
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Background image is a branch with moss and 4 pink mushrooms on it.</p> <p>Quiz Results, in a white font, is under the blue border.</p> <p>In the center of the slide is a white box with your score.</p>	[Slide Title] Results [Slide Text] Results Your Score: XX% Passing Score: YY%	[<i>Narration is only on layers</i>]	<p>When the timeline starts the learner's score appears in the white box. Then it automatically jumps to a success layer or a failure layer.</p> <p>Base layer will be visible from Success or Failure Slide layers.</p> <p>Show Success layer 3.8A when Timeline starts if results are less than passing score.</p> <p>Show Failure layer 3.8B when timeline starts if results are less than passing score.</p> <p>Results variable reference show the percent score only. Do not show the points variable reference. Built in graded quiz variable reference displays learner score where XX appears on slide.</p>

			<p>80% to pass shown where YY appears on slide. The next button will take you to slide 4.0</p>
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Slide [3.8A]	Menu Title: <i>[Results]</i>		Objective: [1,2]
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Background image is dimmed out. Background image is a branch with moss and 4 pink mushrooms on it.</p> <p>Quiz Results, in a white font, is under the blue border. In the center of the slide is a white box with your score.</p> <p>A green check mark appears on the slide and the learner's score appears in the white box.</p> 	<p>[Slide Title] Success</p> <p>[Slide Text] Success Nice Job, You Passed!</p> <p>[button]</p> <p>Review Quiz</p>	<p>[Narrator] [1]. Nice Job! you passed! Thank you for taking the quiz.</p> <p>Congratulations! You passed. You can review your results by clicking on the review quiz button.</p> <p>If you are satisfied with your results and ready to move on, please click on the continue button.</p>	<p>Review Button: shows correct/incorrect response when reviewing and shows Review layers on each Assessment slides.</p>

Slide [3.8.B]		Menu Title: [Congratulations]		Objective: [1,2]
Visual / Display:	Slide Text:	Narration / Voice over:	Animation / Interaction:	
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>Background image is dimmed out. Background image is a branch with moss and 4 pink mushrooms on it.</p> <p>Quiz Results, in a white font, is under the blue border.</p> <p>In the center of the slide is a white box with your score.</p> <p>A red check mark appears on the slide and the learner's score appears in the white box.</p> 	<p>[Slide Title] Congratulations</p> <p>[Slide Text] Congratulations Thank you for taking the quiz. Sorry, you did not pass.</p> <p>[buttons] Review Quiz</p> <p>Retry Quiz</p>	<p>[Narrator] [1]. Thank you for taking the quiz. Sorry, you did not pass.</p> <p>You can review your results by clicking on the review quiz button.</p> <p>When you are ready to try again, please click on the Retry Quiz button.</p>	<p>Retake button: resets results slide and jumps to slide 3.3</p> <p>Review Button: shows correct/incorrect response when reviewing and shows Review layers on each Assessment slides.</p>	

Slide [3.9]		Menu Title: [Congratulations]		
Visual / Display:	Slide Text:	Narration / Voiceover:	Animation / Interaction:	
<p>Custom black top and bottom borders. Stress icon in the top righthand corner.</p> <p>The background image is a pink background with flowers and leaves. In the middle is a piece of paper.</p> <p>Custom Exit button</p>	<p>[Slide Title] Congratulations</p> <p>[Slide Text] Congratulations You have learned 6 ways to relax and</p>	<p>[Narrator] [1]. Congratulations</p> <p>You have learned 6 ways to relax and reduce stress from your work environment. Click the exit button to exit the course.</p>	<p>When the timeline begins, the VO starts and Congratulations flies in from the bottom.</p> <p>When the audio finishes the second text box flies up from the bottom and lands on the piece of paper.</p> <p>At the end of the audio, click here to exit appears. Exit course when the learner clicks the Exit button.</p>	



**reduce stress from your
work environment.**

[directions]

[Click here to exit](#)