



# How to Stay Cool, Calm and Collected: A Stress-Control Plan for Business People

*John NEWMAN*

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# How to Stay Cool, Calm and Collected: A Stress-Control Plan for Business People

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## **How to Stay Cool, Calm and Collected: A Stress-Control Plan for Business People** John NEWMAN

Pressures, problems, and conflicts are a fact of life. But the manager who can face problems head-on and deal with them calmly is way ahead of the game.

How to Stay Cool, Calm & Collected When the Pressure's On offers a systematic approach to dealing with a world that often seems a chaotic confluence of tough decisions, difficult situations, and combative people. Written by a stress expert with a Ph.D. in organizational psychology, this antidote to stress and strain lays out a unique and powerful approach to making wise choices and taking actions that will put readers in control of any situation.

Once the author's "Command and Control" techniques are learned, they can be used again and again in all areas of life. Readers will learn how to:

- \* destroy counterproductive, stress-producing habits
- \* adopt new, effective habits
- \* become mentally tough, emotionally in control
- \* communicate in a positive way

How to Stay Cool Calm & Collected When the Pressure's On provides checklists, quotes from stress conquerors, and an outline for a personal effectiveness plan. By carefully adhering to the book's principles, anyone can erase the ravages of stress and move on to a more productive, I-can-handle-any-problem attitude. Without the energy-wasting effort of worrying, readers can concentrate on the important things: achieving success and enjoying their lives.

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