

4 Ways to Maintain Calm and Make Decisions Under Pressure

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Deep breathing

To be able to make sound decisions, we need to be able to think clearly in the middle of all chaos. Breathing is going to be your number one key to take back self control. Inhale through your nose for four seconds, hold for seven and exhale for eight. This short exercise will help you by slowing your heart rate and lowering your blood pressure allowing you to relax long enough to make a better sound decision. Remember: 4, 7, 8.

Ground yourself

There is enough stress to deal with at the moment and the last thing you should be worrying about is next week's work. Breathe, take in your surroundings, take a walk, understand that the worst thing that happened is not necessarily the end of the world. Be in the moment. Remember who you are and what you are capable of.

Other ways to ground yourself:

- *Look around the room, notice your surroundings, notice details*
- *Hold a pillow, stuffed animal or a ball*
- *Listen to soothing music*
- *Put your feet firmly on the ground*

Attitude

Positive people who regularly express positive emotions are more resilient when facing stress, challenges and adversity. Positive people are able to maintain a broader perspective and see the big picture which helps them identify solutions for their work whereas negative people maintain a narrower perspective and tend to focus on problems. A positive attitude doesn't mean that you just ignore life's unpleasant situations as they happen around you. Having a positive attitude means that you approach unpleasantness in a more positive and productive way and helps you can make better decisions under pressure.

5 P's

Proper Planning Prevents Poor Performance

Take a moment and write down a few ways that you can be better prepared for pressure. Think about your work environment, your team, your systems. Some ideas to get you started: Does your desk need to be de-cluttered? Are there tasks others can help you with? Are there ways to streamline processes? Are the members of your team on the same page and communicating effectively?

Notes:

Feel free to get in touch with any questions or if you would like to book me to speak at your event