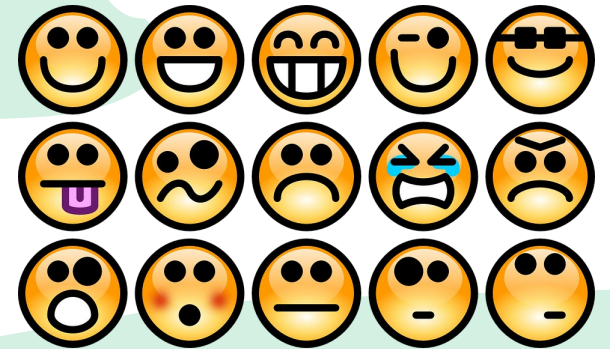


Self- Management



**MANAGING YOUR
EMOTIONS**

What is Self-management?

Self-management is a fundamental skill that involves the ability to regulate and control one's own thoughts, emotions, behaviors and actions effectively. It is having the capacity to make deliberate choices and take purposeful actions to achieve specific goals, maintain well-being and adapt to changing circumstances.

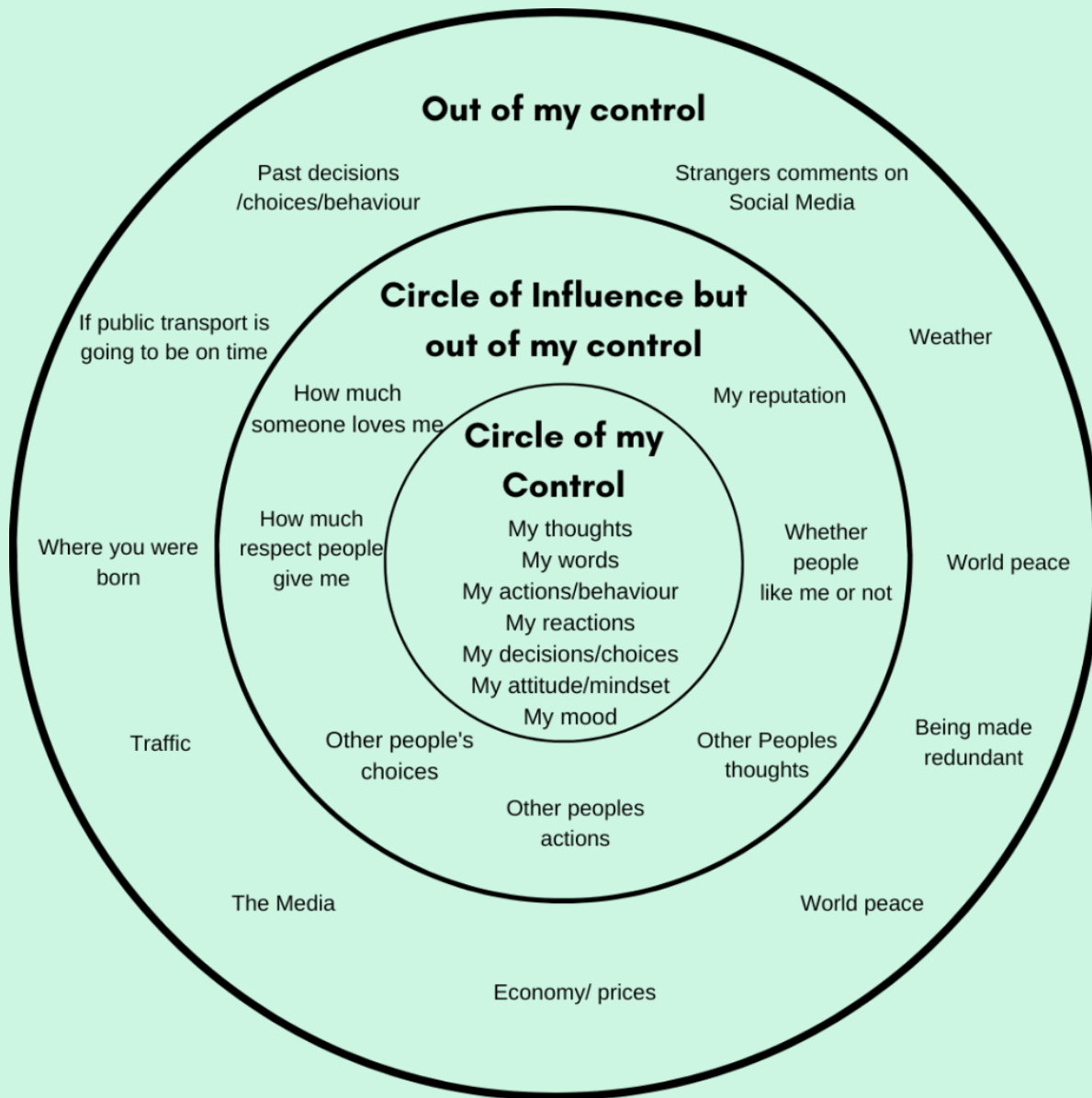
The 7 self-management skills include:

- 1. Time management – Controlling how you use your time by prioritizing important tasks.**
- 2. Self-motivation - Your ability to get motivated to accomplish daily tasks.**
- 3. Stress management – Developing strategies to cope with stress.**
- 4. Adaptability - Having the confidence and ability to adjust when changes arise.**
- 5. Decision making - Problem solving and addressing issues when they arise.**
- 6. Goal setting - defining clear, achievable goals and creating a plan to work towards them.**
- 7. Personal development - a commitment to ongoing learning and self-improvement.**

Why does self-management benefit you?

It empowers you to take control of your actions, emotions, and decisions, ultimately leading to your success, well-being and personal growth. Other benefits include less stress, increased self-awareness, better decision making, improved relationships, increased self-control and overall better health.





Discuss:

- Why is it important to understand the things that are out of your control?
- Why is self-control important?

Reflect:

- How can we respond when we are faced with a situation that is out of our control?

Think to yourself:

- Has there ever been a time when I could have responded better to a situation? Or had more control of things I could control?

Tips for success:

- **Be self-aware by understanding your strengths, weaknesses, values and emotions.**
- **Control your emotions, especially in challenging situations.**
- **Exercise self-control and will-power.**
- **Hold yourself accountable for your actions and decisions!**



Application: Self-Management

