

California State University, Fullerton
Stress Management HESC/KNES 342
Fall 2009

General Information

Instructors:

Paul Gluch, Ph.D. E-Mail: pgluch@fullerton.edu

Hai Nguyen, B.A. E-mail: Visionofgrey@yahoo.com

*MSN/Windows Live Messenger: X_Kamui_forever@hotmail.com

*AIM: Endlessrain461

Course Description

Physiological and psychological stress and its effect on health will be explored. Techniques for management of stress will be discussed and practiced.

Course Materials

Gluch, P. *Stress Management for Highly Effective People eBook, Version 2.0*; Costa Mesa, CA: Psynergy Publication, 2006.

- The Gluch eBook can be purchased on the website <http://commuterstress.com/?id=6>
- An optional audiobook version of the eBook can be purchased on the same site. Audiobook purchase includes the eBook.

Olpin, M. & Hesson, M. *Stress management for life: A research based experiential approach*. Belmont, CA: Thomson Learning, 2007.

The Olpin/Hesson eBook chapters are purchased on the website. The entire eTextbook can be purchased for a slightly higher price.

http://www.cengagesites.com/ichapters/micro/?cluster_id=3815

The following chapters from Olpin/Hesson are required for this course

Ch. 4 The Mind/Body Connection

Ch. 7 Mindfulness

Ch. 8 Managing Emotions

Ch. 9 The Importance of Values

Ch. 10 Spirituality

Ch. 12 Money Matters

Ch. 13 Social Support, Relationships, & Comm.

Ch. 14 Creating a Healing Environment

Ch. 15 Healthy Lifestyles

Ch. 20 Guided Imagery

Ch. 24 More Stress-Reduction Strategies

- Journal articles and additional course material will be accessed on the Blackboard e-learning interface

Technical competencies: Basic word processing (typing, cut and paste, spell check). Logging on and navigating the Internet.

Minimum hardware and

Software specifications: Computer with Internet access and a word-processing program. Microsoft Office 2000 Suite or Microsoft Office XP Suite. (Available from Titan Bookstore). Adobe Reader PDF-format reader software.

Microsoft Internet Explorer is the required browser for watching multimedia presentations created with MS Producer software. Apple computer no longer supports Internet Explorer. These presentations, however, are not required viewing. They are supplementary and make the course material a little more engaging by using MS Powerpoint slides with narration.

Appropriate Online Behavior:

See Netiquette guidelines at:

<http://www.albion.com/netiquette/corerules.html>

Course Objectives

- a. To understand the physiological and psychological effects of stress
- b. To understand somatic and behavioral techniques in dealing with stress
- c. To apply stress management concepts through experiential learning

Course Content Outline:

1. The nature of stress - positive and negative effects of stress
2. Causes of stress - physiological, psychological, social/financial, environmental, and philosophical stressors.
3. Consequences of stress – effects of chronic-level stress on physiology; the performance/activation relationship
4. Communication – gender differences; active listening; assertiveness; public speaking stress
5. Constructive stress management; controlling stressors; proactivity; the importance of awareness
6. Mind/body stress management techniques; relaxation; exercise and stress; meditation
7. Behavioral stress management techniques; goal setting; time management;
8. Cognitive stress management techniques; interpretation and perception of stressors; visualization; self-talk monitoring; affirmations; meditation
9. Resiliency – Using your physical, mental/emotional, and spiritual resources to thrive and self-actualize.

Course Process Objectives:

Through active participation in the various components of this course, the student will:

1. Develop an understanding of how we experience distress and eustress.
2. Understand that our stress management ability begins with taking responsibility for our thoughts, our feelings, and behaviors.
3. Increase his or her ability to identify stressors as well as the physical, mental, and behavioral manifestations of stress
4. Develop the ability to take control of their stress response via changes in mental/emotional, physical, and spiritual processes
5. Increase awareness of their self-talk and irrational thinking patterns.
6. Appreciate that changes in life are constant, and that much of the stress we experience is the result of how we interpret those changes
7. Demonstrate, through discussion board forums and written assignments, the ability to apply the concepts contained within the Course Content

Course Information:

A. Makeup Policy: All students are required to take the examinations on the scheduled dates. Only under exceptional circumstances may a student make up an exam, and then only if the instructor is notified in advance.

B. Make-up Assignments: Arrangements can be made for make-up work in advance of the due date for the assignment or journal entry.

C. No extra credit assignments or journal entries will be given.

D. Academic honesty is the expectation of the instructors. Refer to University policy in the course catalog. University policy on academic dishonesty will be upheld as it relates to exams and assignments required in this class (UPS 300.02). Action may range from reprimand to a grade of F. Please refer to the current catalog for a description of this policy.

E. Disability or Special Needs: Please inform the instructor during the first week of classes about any disability or special needs that you have that may require specific arrangements related to class assignments, writing papers, or completing examinations. According to California State University Policy, students with disabilities need to document their disabilities at the Disabled Student Services Office.

F. For back-up, keep personal copies of all work submitted on Blackboard.

Evaluation

Your work in the course will be evaluated through written assignments, stress management journals, participation in discussion board forums, and exams. A description of each of these will be posted on Blackboard as they are assigned. Due dates for assignments and stress- journal entries are contained in this syllabus. If you experience computer problems and are unable to post your journal entries by the due date, you will not earn full credit. The only instance in which late entries can earn full credit is when the Blackboard site is malfunctioning.

Exams:

Exam 1	9/24 – 9/27
Exam 2	11/5 – 11/8
Exam 3	12/15 – 12/18

Assignment Due Dates:

Mission Statement –	9/21
Time Management –	10/5
Beliefs Inventory/REBT –	11/2
Communication –	11/16

Stress Journal Due Dates:

Stress Journal 1 –	10/12
Stress Journal 2 –	11/30

Discussion Board Forums (DBFs):

DBFs will initiate on Monday evenings. Dates for DBF initiation are posted throughout the semester in Course Documents. They will conclude the following Monday at 11:30 p.m.

Activity:	Description:	Possible Points:
Exams	Three exams: Exam 1 worth 24 pts; Exam 2 worth 24 pts; Exam 3 worth 22.5 pts	70.5 points total
Assignments	Four 7-point assignments: Mission Statement; Time Management; Beliefs Inventory/REBT; Communication	28 points total
Stress Management Journal	Two journal-entries assignments (ea. worth up to 8 points) addressing Stress Management topics	16 points total
Discussion Board Forum (DBF)	10 Discussion Board Forums (DBFs) (ea. worth up to 2 points)	20 points total
Total points		134.5 points

Exams: 70.5 points. There will be three exams during the semester; exam 1 will cover weeks 1 thru 5; exam 2 will cover weeks 6 thru 11. exam 3 will be taken during Finals Week. Exam 3 is NOT comprehensive. It will cover only weeks 11 thru 15.

Exam	Description:	Available Points:
1	80 True/False & Multiple-Choice Questions; each question worth .3	24 points total
2	80 True/False & Multiple-Choice Questions; each question worth .3	24 points total
3	75 True/False & Multiple-Choice Questions; each question worth .3	22.5 points total

Assignments: 28 points. There will be four 7-point assignments: Mission Statement; Time Management; Beliefs Inventory/REBT; Communication

Minimum requirement for a course grade of “A” or “B” is submitting ALL FOUR of these 7-point assignments.

In order to pass the course, at least three of the four assignments must be submitted. Missing more than one assignment will result in a “WU” grade. The WU equates to an F in grade point averages. An “I” grade (Incomplete) is granted only in unusual circumstances.

For each assignment, one point will be taken off for each day late up to the maximum number of points.

Assignments may be submitted one time only. If you do not submit a completed assignment, answering all questions, you are ineligible to earn all the available points. Resubmitting the assignment or journal entry is not permitted.

Post your assignments and journal entries ONLY to your Private Journal Page.

Discussion Board Forum (DBF) Participation: 20 points

Participation is a key component of this course. It is expected that you will be an active member of the discussion forums. You will be asked to contribute original responses to the weekly discussions, and respond to those made by others in the class. On-line participation will be tracked through a log and copies of online discussions.

Student participation Guidelines:

You must post a response to the question addressed in each DBF as well as reply to at least one students’ posting in order to receive the full 2-point credit. This is a

minimum requirement. You may reply to more than one students' posting and are encouraged to do so as it lends itself to the intellectual stimulation that is possible with online discussions. Postings or comments that only offer "me, too" or "I agree" substance will not be counted toward your full participation in the discussion forums. **Postings after the DBF has concluded will earn ZERO points.**

Stress Journal: 16 points (Two eight-point entries)

Criteria for assessment of Stress-Journal Entries:

Excellent Journaling: (7 or 8 possible points)

- Reflection is evident;
- Demonstrates understanding and clearly addresses all questions/issues of the journal-entry topics;
- Ideas presented clearly integrate concepts covered; and
- Completed by the due date

Average Journaling: (4 to 6 possible points)

- Reflection is evident;
- Demonstrates understanding and addresses some of the questions/issues of the journal-entry topics;
- Ideas presented do not fully integrate concepts covered;
- Not completed by the due date

Below Average Journaling: (1 to 3 points)

- Reflection is evident;
- Demonstrates understanding and addresses some of the questions/issues of the journal-entry topics;
- Ideas presented do not fully integrate concepts covered;
- Not completed by the due date

For each Stress-Journal entry, one point will be taken off for each day late up to the maximum number of points.

All assignments and stress-journal entries will be posted to your Private Journal Page. YOUR JOURNAL IS FOUND UNDER YOUR NAME WHEN YOU CLICK ON GROUPS (after the second week of classes).

Your journal is private and will be read only by myself or graduate assistant, Mr. Nguyen. Confidentiality of material presented in the Private Journals is assured to all students.

Grading:

A	93 - 100%	125 points and above
A-	90 - 92%	121 to 124 pts.
B+	87 – 89%	117 to 120 pts.
B	83 – 86%	111.5 to 116 pts.
B-	80 – 82%	107.5 to 111 pts.

C+	77 - 79%	103.5 to 107 pts.
C	73 - 76%	98 to 103 pts.
C-	70 - 72%	94 to 97 pts.
D	60 - 69%	80 to 93 pts.
F	Less than 60%	Less than 80 pts.

Helpful Phone numbers and contacts:

CSUF Student Help Desk for Technical problems: 657-278-7777

URL of Titan Help: <http://www.fullerton.edu/helpdesk/index.asp>

URL Student Blackboard help: Log on to classroom and you will find a “resources” page. You will find information there on how to use Blackboard.

Email: helpdesk@fullerton.edu

Hours of operation:

Mon - Thurs: 7:30 AM to 10:30 PM

Friday: 7:30 AM to 5:00 PM

Saturday: 10:00 AM to 5:00 PM

Sunday: 12:00 PM to 7:00 PM

Course Outline

Week	Topic	Readings
1	<ul style="list-style-type: none"> The Nature of Stress Wellness Dimensions Physiology of Stress General Adaptation Syndrome Chronic Stress and Disease 	<ul style="list-style-type: none"> Gluch eBook Ch. 1 “Introduction” Holmes-Rahe doc Female Stress Response doc
2	<ul style="list-style-type: none"> Awareness Training Performance/Arousal Relationship Stress Journaling 	<ul style="list-style-type: none"> Gluch eBook Ch. 2 “Awareness” Olpin/Hesson Ch. 7 “Mindfulness”
3	<ul style="list-style-type: none"> Relaxation Mind/Body Interaction Diaphragmatic Breathing 	<ul style="list-style-type: none"> Gluch eBook Ch. 3 “Relaxation” Olpin/Hesson Ch. 4 “The Mind/Body Connection”
4	<ul style="list-style-type: none"> Mission Statement Values Clarification Autogenic Relaxation 	<ul style="list-style-type: none"> Gluch eBook Ch. 4 “The Mission” Olpin/Hesson Ch. 9 “The Importance of Values”
5	<ul style="list-style-type: none"> Imagery/Visualization Law of Attraction Exam 1 	<ul style="list-style-type: none"> Olpin/Hesson Ch. 20 “Guided Imagery” Gluch eBook Ch. “Law of Attraction”
6	<ul style="list-style-type: none"> Time Management/ Goal Setting Money Matters 	<ul style="list-style-type: none"> Gluch eBook Ch. 6 “Time Management” Olpin/Hesson Ch. 12 “Money Matters”
7	<ul style="list-style-type: none"> Proactivity and Reactivity 	<ul style="list-style-type: none"> Gluch eBook Ch. 7 “Proactivity
8	<ul style="list-style-type: none"> Paradigms 	<ul style="list-style-type: none"> Gluch eBook Ch. 11, “Paradigms”
9	<ul style="list-style-type: none"> Meditation Spirituality and Stress 	<ul style="list-style-type: none"> Gluch eBook Ch. 8 “Meditation” Gluch eBook Ch. 9 “Spirituality and Stress” Olpin/Hesson Ch. 10 “Spirituality”

10	<ul style="list-style-type: none"> • Irrational Thinking • Emotions • Beliefs Inventory 	<ul style="list-style-type: none"> • Gluch eBook Ch. 10 “Irrational Thinking” • Olpin/Hesson Ch. 8 “Managing Emotions”
11	<ul style="list-style-type: none"> • Self-Talk • Affirmations • Exam 2 	<ul style="list-style-type: none"> • Gluch eBook Ch. 12 “Self-talk”
12	<ul style="list-style-type: none"> • Communication • Relationships/Social Support • Active Listening • Assertiveness 	<ul style="list-style-type: none"> • Gluch eBook Ch. 13, “Communication” • Olpin/Hesson Ch. 13 “Social Support, Relationships, & Communication”
13	<ul style="list-style-type: none"> • Healthy Lifestyle • Exercise 	<ul style="list-style-type: none"> • Olpin/Hesson Ch. 15 “Healthy Lifestyles” • Gluch eBook Ch. 14 “Increasing Arousal/Exercise”
14	<ul style="list-style-type: none"> • More Stress Reduction 	<ul style="list-style-type: none"> • Olpin/Hesson Ch. 24 “More Stress- Reduction Strategies”
15	<ul style="list-style-type: none"> • Creating a Healing Environment 	<ul style="list-style-type: none"> • Olpin/Hesson Ch. 14 “Creating a Healing Environment”