

# A!

Aalto-yliopisto

# Time & stress management

for the bachelor students of Economics

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# Agenda for today

**12:15 Welcome!**

**12:20 Beginner's guide to stressing yourself out...**

**12:30 Solutions for stress and time management issues**

**13.00 ----Break-----**

**13:10 Recovery**

**13:20 What actually restores my energy?**

**13:45-14:00 Instructions for scheduling assignment /Elina**



I'm a multi-tasking procrastinator... I can put off all kinds of things at once.



**I MEAN, I HAVE WON AWARDS FOR MY**

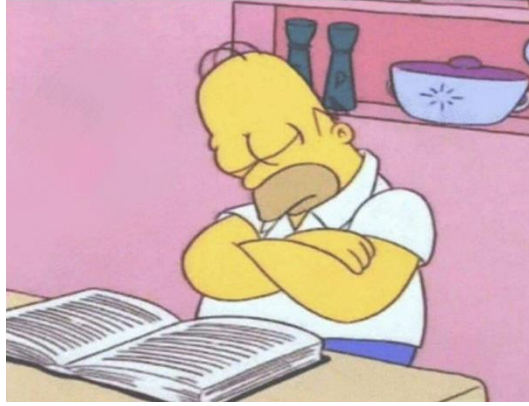


**ORGANIZATIONAL SKILLS.**

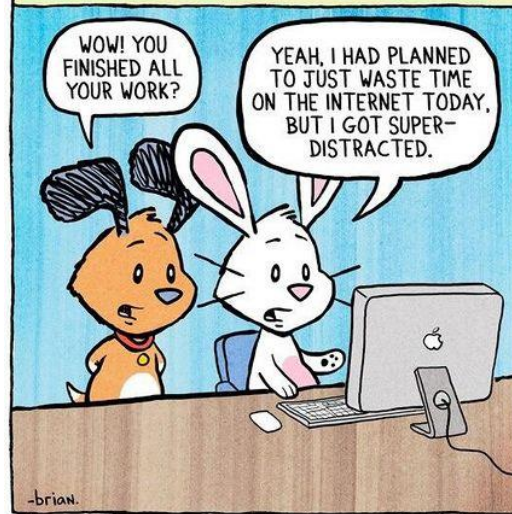
me, presenting the project i finished the same day at 2:00am



**Me: I study better at night**  
**Me at 10:**



**REVERSE PROCRASTINATION**

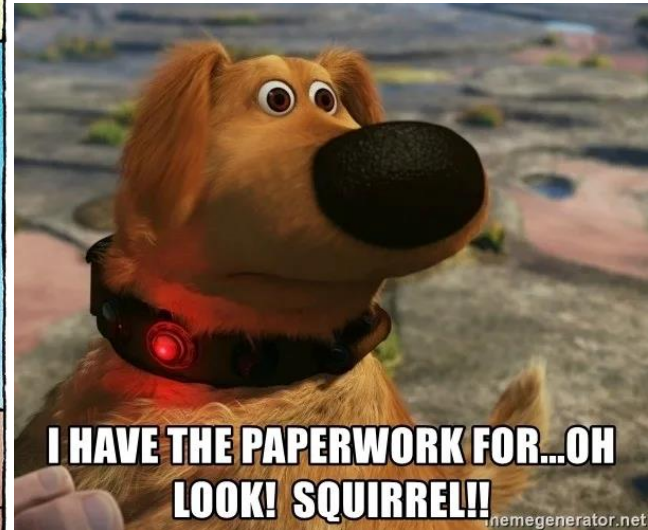


SHOEBX.BLOG.COM

CHUCK & BEANS

FACEBOOK.COM/SHOEBX.BLOG

My friend may have way too much time on his hands...



**I HAVE THE PAPERWORK FOR...OH LOOK! SQUIRREL!!**

memegenerator.net

# Beginners' guide to stressing yourself out...

You have 5 minutes – discuss with a small group:

How to cause as much stress as possible for yourself?

Think about your own actions and other factors you can/can't modify.

-> Share a list of 2-4 points with the whole group in Padlet



# Learning café of stress and time management

- **Your group has 5 minutes to create as many solutions as you can for one stress and time management related issue**
- **...and 4 minutes for the following ones**
- **In the end every group will end up back to their original flap paler and make a short conclusion of the theme**



# Sleep schedule

Consistency

- Exercise!

(caffeine limits)

- Touch grass

Go outside, Sun! (and TOUCH GRASS)

- SCHEDULING!!!

Healthy lifestyle, more, eat, etc.

- Relax

No phone too late at night

- melatonin

Bedroom for sleep

Sometimes, it's enough

- Sleep hygiene



- remove distractions, don't look at screens at least an hour before going to bed

- realize the value of sleeping

## TOUCH GRASS

(GO OUTSIDE)

CONSISTENCY

SLEEP HYGIENE

(Phone, blue light, bedroom, etc)



## Having unrealistically high standards to yourself

- don't compare yourself to others (above you)
- find something you're good at
- remember that you can't do everything
- take one step at a time
- remember that everybody has their own path
- what works for other people might not work for you
- Uni achievements won't define your life.
- It's okay if your best is not always perfect.
- realizing what the source of the problem is (social media)
- remember that others might feel the same
- sharing your <sup>and victories</sup> problem with others (friends)
- Things are meant to be hard and they are so for all
- Celebrate small achievements (Not your fault!)
- "Life is hard and then you die."

## Big amount of assignments & studies

- ⊙ Scheduling (not waiting until at, dividing workload)
  - less courses per period
  - lowering expectations
- ⊙ Asking for help (groupwork) (TAs and professors)
- ⊙ Trying different study techniques
  - Take breaks!
- ⊙ Make things lighter
  - Remember to do things other than studying
  - Choose easier electives
  - go to the exercise sessions

# Am I on the right path?

- ⊕ Discover your values.
  - Recognize that you can still switch later :)
- ⊖ Ask for guidance.
  - Reflect your original motivation
  - Try different electives (or new things in general)
  - How will my studies affect my future
  - don't overthink it too much
  - go to the study psychologist
- ⊖ remember that there are post-graduate degrees
- ⊖ econ can work with basically anything!
- Study services
- ⊖ There are no wrong paths

Leaving things till last minute

- Planning your time usage
- Building a steady routine
- Working with classmates
- SELF DISCIPLINE!!!
- Studying things that interest you
- Rewards system? !!
- 
- + plan for shorter time periods
- + have less distractions
- + don't try to be a perfectionist
- put your own deadline before the actual deadline
- Make starting easy!  
start assignments ASAP



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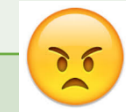
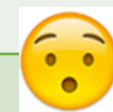
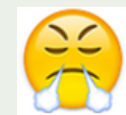
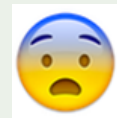
**Break**

# MODEL OF THE CHANGES IN OUR NERVOUS SYSTEM

## HYPER-AROUSAL



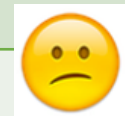
PERFORMANCE



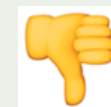
## WINDOW OF TOLERANCE



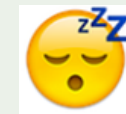
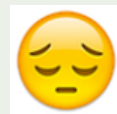
PERFORMANCE



## HYPO-AROUSAL



PERFORMANCE



## STRESS REACTION

- an interpretation of the environment and a reaction to a threatening situation
- body's way of protecting us
- a natural part of life and learning

## RECOVERY

- our body and mind return to the state before stress reaction

## HYPER-AROUSAL

## WINDOW OF TOLERANCE

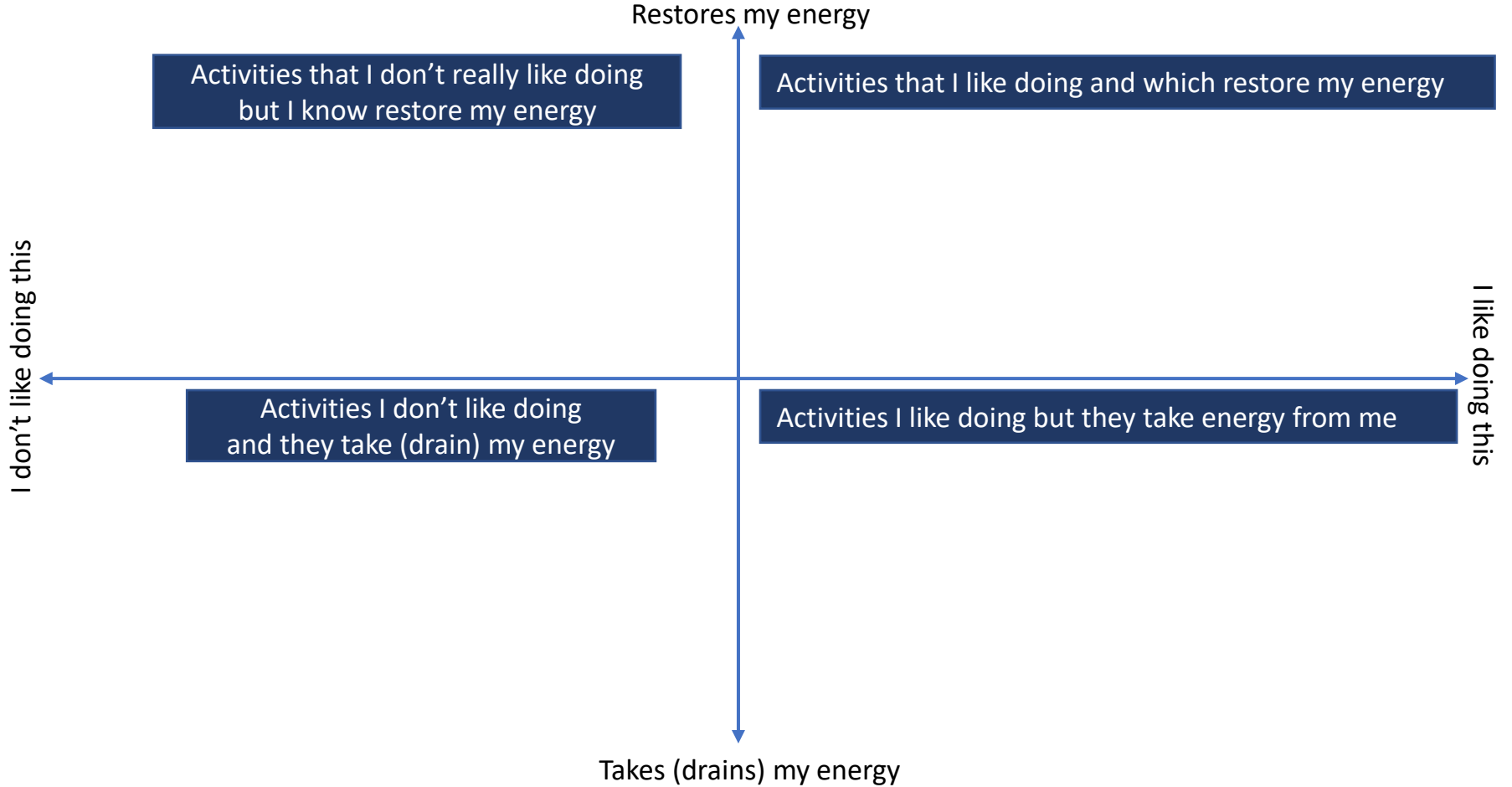
## HYPO-AROUSAL

## BURNOUT

- If the stress becomes chronic:
  - >our body is continuously ready to fight for our lives
  - > this can lead to burnout
- difficulties with calming down, falling asleep and thinking clearly
- an overwhelming sense of exhaustion, difficulties with remembering & getting things done
- feelings of cynicism and detachment
- The best cure for burnout is prevention
- It is not an individual's fault!

## BURNOUT

# MATRIX OF RECOVERY



# MATRIX OF RECOVERY

Restores my energy

Activities that I don't really like doing but I know restore my energy

- Going for a walk
- Sitting down with my emotions

Activities that I like doing and which restore my energy

- Yoga
- Calling to a friend

Activities I don't like doing and they take (drain) my energy

- Over 6 hours of studying/working

Activities I like doing but they take energy from me

- Time thefts: phone, Netflix
- Socializing all weekend

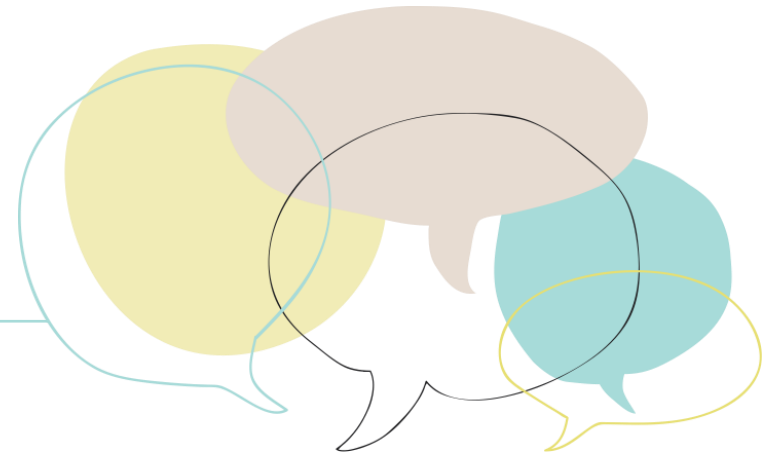
Takes (drains) my energy

I don't like doing this

I like doing this

# Share your ideas

- Then share your 4 ideas on Flinga



# Want to dive deeper?:

Listen to study  
psychologists' podcast

– The Best thing today:

16. Time-management – a skill  
everyone can learn with time (29min)

[https://open.spotify.com/episode/4R  
GsgTFM3A88IXH3KBGeY0?si=MqvOc  
UgRT8-pY9FtfftuaA&dl\\_branch=1](https://open.spotify.com/episode/4RGsgTFM3A88IXH3KBGeY0?si=MqvOcUgRT8-pY9FtfftuaA&dl_branch=1)

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# TIME MANAGEMENT TREASURE MAP



How do you avoid setting yourself up to fail?



**Minimize interruptions**

**Create routine**



**Physical workspace**



**Values**



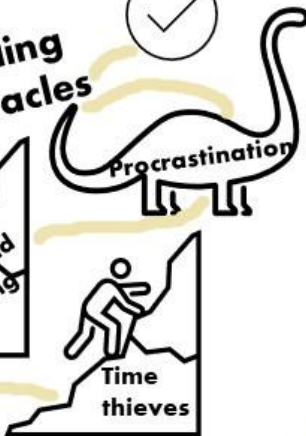
**Taking care of yourself**



**Tackling obstacles**



Energy and wellbeing



**Chopping tasks**

4 pillars of time management



**Goal setting**



**Scheduling**



**Prioritization**



How does it feel?

How does it show?



**Effective time-management**



# More information?

## [Groups, workshops and online materials for supporting wellbeing and study ability | Aalto University](#)

Self-Study Material: Mindful Tools for Stress Management

Self-Study Material: Career Planning Exercises

Self-Study Material: Time-management

Self-Study Material: Stress-management

Self-Study Material: ABCs of getting things done

### **New course on study wellbeing:**

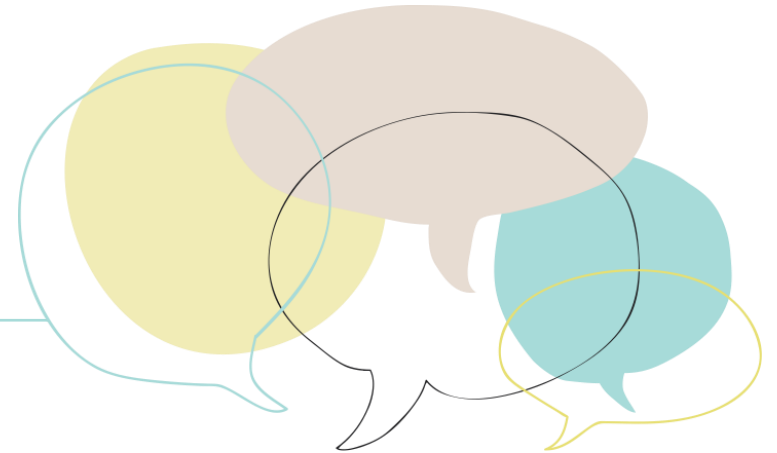
## [New course "Mind & Study – toolbox for being well in studies" in Finnish | Aalto University](#)

### **Blog post:**

## [Give your brain a break! Blog post by PhD Pathfinder](#)



# Let's vote for the theme of the next session:



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# Thank you!