

## STRESS MANAGEMENT SURVEY

### Survey instructions and disclaimer:

This survey is intended as an informative tool to help you identify areas for further research. It is definitely not a failsafe diagnostic method and you should consult a doctor if you have any concerns about your health. The questions are not comprehensive and are designed only to provide a general overview. The scoring system is also subjective and you may strongly disagree with the “scoring” of certain questions. It is not precisely targeted to the needs of every individual and you must use your own judgement. We are not responsible for any consequences resulting from your use of the questions posed by this survey. Do not take any action as a result of this survey without consulting a medical professional. Please answer each question as fairly as possible and follow the instructions underneath to compute your total “score”.

1. Please mark each of the following symptoms with a number (either “1” or “2”) to signify whether you have ever felt them:

- 1 = Sometimes/often experience this symptom
- 2 = Never experience this symptom

Symptom	Score (key above)
Insomnia	
Hypertension	
Fatigue/tiredness	
Anxiety	
Diminished appetite	
Compulsive eating	
Dry mouth	
Ulcers	
Periodic low libido	
Muscle aches/trembling	
Nail biting	
Headaches	
Irritable bowels	
Inability to focus/short attention span	
Twitching	
Mood swings/short fuse	
Short breathing	
Addictive behaviour	

2. How much “fun” do you experience in your everyday routine, on an average working day?  
Choose the statement which fits you best.

Option	Score
Lots of fun and laughter.	4
Quite a few good moments, though not a barrel of laughs	3
Occasional enjoyable waves within a sea of monotony.	2
My workday is deadly serious pretty much all the time.	1

3. What is your attitude towards exercise (defined here as vigorous cardiovascular physical activity)? Choose the statement which fits you best.

Option	Score
I hardly ever get any time for exercise.	1
I do like to exercise once or twice a week.	2
I exercise on about every alternate day and try to stay as active as I can at work.	3
I do at least 30 minutes of exercise almost every day and stay active generally at work. I vary and monitor my exercise routine as much as possible.	4

4. What do you do when you are feeling stressed? Choose the statement which fits you best.

Option	Score
I take pre-emptive action whenever I feel the early signs of stress, not letting it take hold.	4
I escape, take a break or unwind to try to manage my stress levels at the next opportunity.	3
I try to take a break or do something enjoyable but this doesn't always help.	2
I don't believe that any special action is needed.	1

5. Choose the statement which best describes your attitude to your job security.

Option	Score
I feel insecure in my job.	1
I feel neither insecure nor particularly secure in my job.	2
I feel as secure as one can be and confident that I could find another job fairly quickly.	3
I feel completely secure in my job and confident that anyone would employ me for my character, skills and experience.	4

6. How often do you feel under pressure at work (especially time pressure)?

Option	Score
I feel a bit of pressure at certain times but it gives me a buzz which helps me to perform. My colleagues are very supportive during busy times. I relax easily.	4
I frequently feel intense pressure but at least manage to relax and recharge my batteries when I am away from work.	3
I am constantly under fairly relentless pressure, with no let-up.	2
I never feel any pressure – so little in fact that I am usually quite bored.	1

7. To what extent are you given regular and constructive feedback at work?

Option	Score
I am never or hardly ever given any sort of feedback, whether positive or negative.	1
I am mainly given feedback when I do something wrong or below standard.	2
I am given feedback (both positive and negative) mainly within a structured annual	3

evaluation, plus a little on a day to day basis.	
I am given sensitive, constructive feedback at all times, including praise when I am doing a good job. I always know where I stand.	4

8. Please choose the statement which best describes your working atmosphere and relationships.

Option	Score
It is congenial and dynamic. I get on well with my colleagues and we enjoy working together. We all respect and support each other.	4
It is generally a good working atmosphere though there are one or two bad apples. Most of my colleagues are supportive and friendly.	3
I get on OK but not particularly well with my colleagues. I tend to be quite isolated in doing my work. When we speak it is strictly business.	2
I do not get on at all with my colleagues. There is a lot of office politics and backstabbing.	1

9. Personal interests and work. Choose the statement which fits best.

Option	Score
My job has no bearing on what interests me personally. I find it dull and repetitive and see it simply as a means to an end.	1
Although my job is not particularly exciting, I try to do it as well as possible. I enjoy my free time.	2
I enjoy my job as it develops my skills and interests. I have a great time at work, though I do work hard.	3
I love my job as it allows me to show my talents. I believe in my organisation's products/services and mission. I also have a vibrant life outside work.	4

10. Help and support during times of heavy workload. Choose the statement which fits best.

Option	Score
I often feel helpless. My organisation prefers individuals to work independently and find their own solutions. Asking for help is frowned on.	1
I am able to ask for help but would only do so in extreme circumstances. I am a bit worried that asking for help might be seen as weak.	2
I sometimes ask for help and generally my colleagues/bosses respond positively. I try not to do this too often, however.	3
I'm never afraid of asking for help and feel this helps to achieve quality and meet deadlines. My colleagues and I are always willing to help each other out.	4

11. Which statement best describes your working environment.

Option	Score
It is fairly relaxed, even when working hard. There are chill-out areas and taking breaks is encouraged. Healthy eating, wellbeing and exercise are encouraged.	4
My company makes an effort to invest in a safe and healthy working environment, though it is not always relaxed. I make my working area as pleasant as possible.	3

My working environment is not particularly safe or pleasant and I am afraid of raising this matter with my bosses.	2
I feel that my working environment is unsafe, unhealthy and stressful. Every moment I spend there gets me down.	1

12. Describe how far you feel in control of your workload.

Option	Score
My work is imposed on me and I have no control over how much or how little I am given.	1
Although my workload is generally handed down, I am at least able to have some control over how I manage my work.	2
My boss negotiates deadlines with me and offers support if I fall behind. Although I sometimes need to work extra hours, I generally feel in control.	3
I feel in control of my workload and deadlines. If I work hard for a period then I feel relaxed about taking extra time off. My bosses show concern for my wellbeing.	4

13. How often is your workstation/working environment assessed?

Option	Score
I have never known this to happen.	1
I believe that there is a process for doing this but it occurs only occasionally (e.g. once a year). There is little or no special training provided.	2
My company is proactive and we are supported in assessing our workstation and/or working environment regularly. Solutions and training are provided promptly.	3
My company is proactive and solutions are provided quickly. My bosses/colleagues are open to suggestions and encourage continuous improvement throughout the year.	4

14. Do you feel the need to respond immediately to requests at work?

Option	Score
Yes, I am expected to respond at the drop of a hat to requests, which are often rudely conveyed.	1
Respect is shown and requests are usually polite. However, there is an unwritten rule that you always have to say yes.	2
Requests are usually respectfully communicated. I'm encouraged to ask questions and feel empowered to negotiate realistic deadlines.	3
Requests are well-communicated and I feel free to say no. I'm also able to propose my own deadlines and do not feel micro-managed. There is a team atmosphere.	4

15. Does your organisation have formal mechanisms or support in place for stress management?

Option	Score
No, I feel that I am on my own. I would have to find support outside work at my own time and expense.	1
There are formal support mechanisms but they are poorly communicated and I do not trust that my concerns will be kept confidential.	2

There are some formal mechanisms and I trust them.	3
My company takes a preventative approach to stress management and there are various initiatives in place, paid for by the company. I have complete faith in them.	4

16. Do you have a sense of pride in your work?

Option	Score
I feel immensely proud of my work and achievements and feel that my organisation generally provides recognition of this.	4
I feel proud of my work but feel my organisation does not quite acknowledge this often enough.	3
I just see it as a job and while I do my best, I do not feel there is anything to be particularly proud of in my work.	2
I do not have any pride in my work and my company undervalues me and underutilises my skills.	1

17. How often do you take breaks at work?

Option	Score
I take virtually no breaks (or very small ones) in the course of the day and I grab a rushed lunch. I am simply too busy to stop.	1
I take a few short breaks per day and maybe about 30 minutes for lunch. However, I am generally on the go.	2
I consciously aim to take a physical break at least every hour, even if just a stretch or a short walk. I aim to take at least a full and relaxing hour for lunch.	3
I take physical/stretching breaks every 50 minutes or so and a full lunch break. I often grab a quick siesta or do light exercise during the working day, something which my organisation encourages.	4

## YOUR SCORE

Maximum possible score: 100

Minimum possible score: 34

**34 (minimum) to 55:** it appears there may be too much stress in your life which could potentially be detrimental to your health. We recommend that you seek professional advice and explore making changes in your career and lifestyle. The rewards for doing so could be very significant.

**56 to 75:** although you appear to be conscious of stress, you could still manage it better or enlist your organisation more actively in supporting you. Prioritise the steps you need to take through your own research and the various information resources we have provided for you.

**76 to 100 (maximum):** you appear good at proactively managing your stress and your organisation appears to be supportive in this. Follow your instincts and continue to take further action as you see fit.