

**COURSE OVERVIEW SS0530-3D**  
**Stress Management & Working Under Pressure**

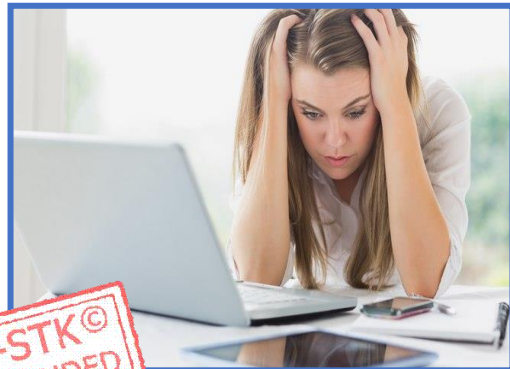
**Course Title**

Stress Management & Working Under Pressure

**Course Date/Venue**

Session 1: August 16-18, 2026/Tamra Meeting Room, Al Bandar Rotana Creek, Dubai, UAE

Session 2: November 29-December 01, 2026/Sur Meeting Room, Royal Tulip Muscat, Muscat, Oman

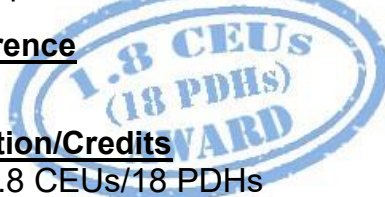


**Course Reference**

SS0530-3D

**Course Duration/Credits**

Three days/1.8 CEUs/18 PDHs



**Course Description**



***70% of this course is practical sessions where participants will be engaged in a series of interactive small groups, class workshops and role-plays.***



Work pressure is the sum of the amount of work (workload) and the time set aside to finish that work as compared with the employee's ability to cope. That ability to cope depends on the employee's personality and is influenced by circumstances in the home and in the workplace. Organisational factors related to the work itself and the working environment also play an important role in the overall picture. When an employee is unable to meet the demands of work (within the time available), a work pressure problem arises that can lead to work stress. Work stress can eventually cause the employee to feel excessively tired, exhausted and depressed, as well as to suffer physical ailments.



Work pressure and stress can lead to a deterioration in the way employees work or even result in their becoming sick. That can have an impact on the atmosphere in the workplace, the quality of the work produced, and so on. The causes of work pressure and stress may lie in the work itself, in the employee's private circumstances, or in a combination of both. Whatever the reason, the problem affects employee performance. In many cases, the solution lies in a package of measures targeting both the company and the individual.

This course is designed to provide participants with an up-to-date overview of the working under pressure skills. Participants will learn how to anticipate problems related to work pressure, and, should they arise, to recognize them in good time and do something about them. In the end, everyone benefits from having a working climate that supports employees and is pleasant to work in. The course looks at a range of different factors that play a role in work pressure and stress and suggests some possible solutions.

The course covers the work pressure and stress in the workplace; the different types of stress (positive vs. negative stress); the common patterns of pressure in the workplace today; scale of problem and causes; how to recognize workplace stress; thinking correctly under pressure; using the various techniques to be resilient in the workplace; the cost of stress; what effect does stress have on performance and productivity?; quantifying the stress problem; fighting excessive work pressure and stress; dealing with stressful situations involving people at work; dealing with difficult people; coping with unethical behavior in the workplace; improving communication within the work environment; managing everyday stressful events; reducing stress levels and acting quickly and decisively when situation demands it; changing stressful situations into positive ones; and managing workload: working to live or living to work.

### **Course Objectives/Outcomes & Benefits for the Participants**

Upon the successful completion of this course, each participant will be able to:-

- Apply and gain an in-depth knowledge on working under pressure
- Identify the different types of stress (positive vs. negative stress)
- Recognize the common patterns of pressure in the workplace today
- Use the various techniques to be resilient in the workplace
- Reduce stress levels and act quickly and decisively when situation demands it
- Change stressful situations into positive ones
- Recognize work pressure and stress in the workplace
- Identify the common patterns of pressure in the work place today
- Analyze scale of problem and causes in working under pressure and recognize workplace stress
- Think correctly under pressure and identify the cost of stress
- Explain what effect does stress have on performance and productivity
- Quantify the stress problem and fight excessive work pressure and stress
- Deal with stressful situations involving people at work and with difficult people
- Cope with unethical behavior in the work place
- Improve communication within the work environment
- Manage everyday stressful events and workload

### **Exclusive Smart Training Kit - H-STK®**



Participants of this course will receive the exclusive “Haward Smart Training Kit” (H-STK®). The H-STK® consists of a comprehensive set of technical content which includes **electronic version** of the course materials conveniently saved in a **Tablet PC**.

### **Who Should Attend**

This course covers systematic techniques and methodologies on working under pressure for all employees to give them some tips to cope up with pressure/stress at work place.

### **Training Methodology**

This interactive training course includes the following training methodologies as a percentage of the total tuition hours:-

- 30% Theory
- 70% Practical Exercises, Case Studies, Engaging Slides/Games, Customized Videos, Site Visits, Simulations, Role Play, Group Skill Sessions, Outdoor & Indoor Activities, Ice Breaking Activities, Group Activities and E-learning associated with the course topic is preferred

In an unlikely event, the course instructor may modify the above training methodology before or during the course for technical reasons.

### **Learning Design & Customization**

This course can be customized to the exact requirements of clients. Haward Technology is so proud of our huge capabilities in tailoring our courses to the training needs of our valued clients.

### **Course Fee**

**US\$ 3,750** per Delegate + **VAT**. This rate includes H-STK® (Haward Smart Training Kit), buffet lunch, coffee/tea on arrival, morning & afternoon of each day.

### **Accommodation**


Accommodation is not included in the course fees. However, any accommodation required can be arranged at the time of booking.

**Course Certificate(s)**

Internationally recognized certificates will be issued to all participants of the course who completed a minimum of 80% of the total tuition hours.


**Certificate Accreditations**

Haward’s certificates are accredited by the following international accreditation organizations: -

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British Accreditation Council (BAC)

Haward Technology is accredited by the **British Accreditation Council** for **Independent Further and Higher Education** as an **International Centre**. Haward’s certificates are internationally recognized and accredited by the British Accreditation Council (BAC). BAC is the British accrediting body responsible for setting standards within independent further and higher education sector in the UK and overseas. As a BAC-accredited international centre, Haward Technology meets all of the international higher education criteria and standards set by BAC.

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The International Accreditors for Continuing Education and Training (IACET - USA)

Haward Technology is an Authorized Training Provider by the International Accreditors for Continuing Education and Training (IACET), 2201 Cooperative Way, Suite 600, Herndon, VA 20171, USA. In obtaining this authority, Haward Technology has demonstrated that it complies with the **ANSI/IACET 2018-1 Standard** which is widely recognized as the standard of good practice internationally. As a result of our Authorized Provider membership status, Haward Technology is authorized to offer IACET CEUs for its programs that qualify under the **ANSI/IACET 2018-1 Standard**.

Haward Technology’s courses meet the professional certification and continuing education requirements for participants seeking **Continuing Education Units** (CEUs) in accordance with the rules & regulations of the International Accreditors for Continuing Education & Training (IACET). IACET is an international authority that evaluates programs according to strict, research-based criteria and guidelines. The CEU is an internationally accepted uniform unit of measurement in qualified courses of continuing education.

Haward Technology Middle East will award **1.8 CEUs** (Continuing Education Units) or **18 PDHs** (Professional Development Hours) for participants who completed the total tuition hours of this program. One CEU is equivalent to ten Professional Development Hours (PDHs) or ten contact hours of the participation in and completion of Haward Technology programs. A permanent record of a participant’s involvement and awarding of CEU will be maintained by Haward Technology. Haward Technology will provide a copy of the participant’s CEU and PDH Transcript of Records upon request.

**Course Instructor(s)**

This course will be conducted by the following instructor(s). However, we have the right to change the course instructor(s) prior to the course date and inform participants accordingly:



**Ms. Susan Myburg** is a **Senior Management Consultant** with almost **30 years** of teaching, training and industrial experience. Her expertise lies extensively in the areas of **Talent Acquisition** in Organizational Success, **Recruitment Planning, Coaching & Mentoring, Innovation & Creativity, Office Management & Administration** Skills, **Controlling Your Time & Managing Stress, Crisis Management, Embracing Innovation Culture, Strategic Talent Management, People Management, Information Management, Techniques for Coaching & Mentoring, Strategies for Setting Annual Goals, Monitoring Progress & Evaluation Performance, Coaching & Motivation, Project Management, Project Management Plan, Project Work Monitoring & Control, Project Scope Management, Project Time Management, Project Cost Management, Project Quality Management, Quality Assurance, Project Human Resource Management, Project Communications Management, Project & Contracts Management Skills, Project & Construction Management, Project Planning & Delegating, Project Planning, Scheduling & Control, Project Delivery & Governance Framework, Project Management Practices, Project Management Disciplines, Project Risk Management, Risk Identification Tools & Techniques, Risk, Budgeting & Cost Management in Projects, Project Life Cycle, Project Stakeholder & Governance, Project Management Processes, Project Integration Management, Leadership Orientation Programme, Leading People & Change, Leadership & Team Building, Psychology of Leadership, Interpersonal Skills & Teamwork, Creative Thinking & Problem-Solving Techniques, Emotional Intelligence, Presentation Skills, Communication & Interpersonal Skills, Effective Communication & Influencing Skills, Effective Business Writing Skills, Writing Business Documents, Change Management and Negotiations Management.**

During her career life, Ms. Myburg has gained her academic and field experience through her various significant positions and dedication as the **General Manager, Regional Manager, Head of Bankfin, HR Consultant, Group Executive, Account Executive** and Senior Instructor/Trainer from various international companies such as the South African Post Office, ABSA, Optimal Leading, just to name a few.

Ms. Myburg has a **Master's** degree in **Executive Development Programme, Bachelor** degrees in **Personnel Management** and **Industrial Psychology**. Further, she is a **Certified Instructor/Trainer** and a **Certified Internal Verifier/Assessor/Trainer** by the **Institute of Leadership & Management (ILM)**. She has further delivered numerous trainings, courses, seminars, conferences and workshops globally.



**Course Program**

The following program is planned for this course. However, the course instructor(s) may modify this program before or during the course for technical reasons with no prior notice to participants. Nevertheless, the course objectives will always be met:-

**Day 1**

0730 – 0800	<i>Registration, Coffee</i>
0800 – 0815	<i>Welcome &amp; Introduction</i>
0815 – 0830	<b>PRE-TEST</b>
0830 – 0900	<b><i>Work, Pressure &amp; Stress in the Workplace</i></b>
0900 - 0930	<b><i>The Different Types of Stress (Positive vs. Negative Stress)</i></b>
0945 - 0945	<i>Break</i>
0930 – 1030	<b><i>The Common Patterns of Pressure in the Workplace Today</i></b>
1030 – 1130	<b><i>Scale of Problem &amp; Causes</i></b>
1130 – 1215	<b><i>How to Recognize Workplace Stress</i></b>
1215 - 1230	<i>Break</i>
1230 – 1330	<b><i>Common Patterns of Work Pressure in the Workplace Today</i></b>
1330 - 1420	<b><i>Thinking Correctly Under Pressure</i></b>
1420 - 1430	<b>Recap</b>
1430	<i>Lunch &amp; End of Day One</i>

**Day 2**

0730 – 0830	<b><i>Using the Various Techniques to be Resilient in the Workplace</i></b>
0830 – 0930	<b><i>What Effect Does Stress Have on Performance &amp; Productivity?</i></b>
0930 - 0945	<i>Break</i>
0945 – 1030	<b><i>Quantifying the Stress Problem</i></b>
1030 – 1130	<b><i>Fighting Excessive Work Pressure &amp; Stress</i></b>
1130 – 1215	<b><i>Dealing with Stressful Situations Involving People at Work</i></b>
1215 - 1230	<i>Break</i>
1230 – 1420	<b><i>Dealing with Difficult People</i></b>
1420 - 1430	<b>Recap</b>
1430	<i>Lunch &amp; End of Day Two</i>

**Day 3**

0730 – 0830	<b><i>Coping with Unethical Behavior in the Workplace</i></b>
0830 – 0930	<b><i>Improving Communication Within the Work Environment</i></b>
0930 - 0945	<i>Break</i>
0945 – 1100	<b><i>Managing Everyday Stressful Events</i></b>
1100 – 1215	<b><i>Reducing Stress Levels &amp; Acting Quickly &amp; Decisively When Situation Demands It</i></b>
1215 - 1230	<i>Break</i>
1230 – 1300	<b><i>Changing Stressful Situations into Positive Ones</i></b>
1300 – 1345	<b><i>Managing Workload: Working to Live or Living to Work</i></b>
1345 - 1400	<b>Course Conclusion</b>
1400 – 1415	<b>POST TEST</b>
1415 – 1430	<i>Presentation of Course Certificates</i>
1430	<i>Lunch &amp; End of Course</i>



**Practical Sessions**

70% of this highly-interactive course is practical sessions. Theory learnt (30%) will be applied using various role-plays, case studies and practical sessions.



**Course Coordinator**

Mari Nakintu, Tel: +971 2 30 91 714, Email: [mari1@haward.org](mailto:mari1@haward.org)