

How to get your power back when you burn out

How to get Your power back

When you burn out



Francisco Bujan

A vitalcoaching.com e-book

brought to you by www.vitalcoaching.com

www.vitalcoaching.com

Content

Intro	5
Live help	7
Part 1 – Key strategies to get your power back	8
Key strategies to get your power back when you burn out	9
Key strategies to limit professional stress	13
How to say “No”	14
Never take work home	15
Protect your week ends!	16
Leave early!	17
Once at home, don’t talk about work!	18
Don’t take responsibility for other people’s actions	19
Stick to what you are paid for	20
To quit or not to quit	22
How to deal with a toxic boss	24
Unrealistic expectations	26
The real battle	28
Shift priorities!	30
You need to take care of yourself	31
Should you take anti depressants?	33
What are your key sources of stress?	34
Burnout causes – 1 minute assessment	36
Part 2 – MP3 audios – Power Kicks!	41
Best ways to say no – MP3 - 14 min	43
Don't take responsibility for other people's actions - MP3 - 7 min	43

Enjoy what you can't change - MP3 - 4 min _____	43
Go with the organization's flow - MP3 - 7 min _____	43
How to cope with a bullying manager - MP3 - 22 min _____	43
How to create synergy with your boss - MP3 - 11 min _____	43
How to deal with a draining colleague - MP3 - 6 min _____	44
How to deal with office politics - MP3 - 14 min _____	44
How to deal with professional stress - MP3 - 17 min _____	44
How to educate your boss - MP3 - 10 min _____	44
How to give feed back - MP3 - 12 min _____	44
How to strengthen professional boundaries - MP3 - 7 min _____	44
Never criticize in public - MP3 - 8 min _____	45
New job and totally overwhelmed - MP3 - 15 min _____	45
Protect yourself - MP3 - 14 min _____	45
Sources of professional stress - MP3 - 9 min _____	45
Stick to what you are paid for - MP3 - 4 min _____	45
What is burn out? - MP3 - 12 min _____	45
What is professional stress? - MP3 - 5 min _____	46
Who is the enemy? - MP3 - 13 min _____	46
Part 3 - Answers to real burn out questions _____	47
Burnout and stress _____	47
Business skills _____	47
Communication skills _____	48
Wellness _____	48
Fitness and diet _____	48
Life skills – all areas _____	48
What's next? _____	49
Ask a question _____	51

Send your feed back	52
Share your story	53
News	54
Conclusion	55

This is a test drive of your e-book

The full “How to get your power back when you burn out” e-book could be yours in less than a minute, guaranteed!

For purchase and instant access of your e-book, follow this link:

http://vitalcoaching.com/career/burnout/how_to_get_your_power_back_when_you_burn_out.htm