

# Quality of life at work e-learning channel

by XOS

*Practical course - 1d - 04h45 - Ref. 8QV*

*Price : 105 € E.T.*

Les situations de stress font partie de notre quotidien et nous empêchent d'avoir la pleine capacité de nos moyens. Pourtant, des techniques existent pour vous aider à mieux appréhender votre stress et même le rendre stimulant. Ce parcours de formation vous donne les clés pour apprendre à gérer votre stress et en tirer profit !

## Teaching objectives

**At the end of the training, the participant will be able to:**

- ✓ Identify types of stress and their origins.
- ✓ Understand how to tame stress.
- ✓ Implement stress and emotion management techniques.
- ✓ Identify the main factors contributing to well-being at work.
- ✓ Identifying and dealing with sexual harassment in the workplace
- ✓ Project yourself into the post-career world while consolidating first-aid reflexes useful at any time in life.

## Intended audience

Anyone wishing to learn how to better manage stress in the workplace and cope with pressure.

## Prerequisites

No special knowledge required.

### PARTICIPANTS

Anyone wishing to learn how to better manage stress in the workplace and cope with pressure.

### PREREQUISITES

No special knowledge required.

### TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

### ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more. Participants also complete a placement test before and after the course to measure the skills they've developed.

### TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

## Practical details

### Digital activities

La structure soft skills : vidéos d'experts, exercices, cas pratiques et fiches de synthèse. 14h12 de ressources complémentaires issus d'agrégations de contenus permettant un mix parfait entre conception et agrégats.

### Mentoring

L'option tutorat propose un accompagnement personnalisé par un formateur référent ORSYS, expert du domaine. Adapté aux besoins, aux capacités et au rythme de chaque apprenant, ce tutorat combine un suivi asynchrone (corrections personnalisées d'exercices, échanges illimités par message...) et des échanges synchrones individuels. Bénéfice : une meilleure compréhension, le développement des compétences et un engagement durable dans la formation.

### Pedagogy and practice

Bénéficiez des conseils et des retours d'expériences des meilleurs experts. Découvrez leurs astuces et les raisons de leurs succès au travers de témoignages concrets. Les apprenants participent à un exercice de découverte active pour compléter et/ou renforcer les apports notionnels de l'expert et bénéficier d'un retour adapté en fonction de leur réponse. Durant chaque cours, découvrez des cas opérationnels réalisés par des experts pour aider les apprenants à mettre en pratique ce qu'ils viennent d'apprendre. Retrouvez une fiche synthèse complète et efficace ! Chaque apprenant pourra conserver une trace écrite de ce qu'il a appris et des conseils qu'il a reçus.

### TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

### ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at psh-accueil@orsys.fr to review your request and its feasibility.

## Course schedule

### 1 All about stress

- What is stress?
- Identify sources of stress.
- Understanding stress and its effects.

### 2 Managing stress

- Regulate stress on a physical level.
- Managing emotional stress.
- De-stress problematic relationships.
- Positivize stress.

### 3 Psychosocial risks

- Understanding and preventing RPS.
- Practical cases of RPS.
- Preventing burn-out in a challenging everyday life.
- Quiz: Burn-out awareness with self-diagnosis.

### 4 Preventing bullying

- Taking action against bullying.
- Take action against cyberbullying.

### 5 The right to disconnect

- Achieving digital well-being at work.
- Apply the right to disconnect.

## **6 Preventing sexual harassment and gender-based violence**

- The fundamentals of sexual harassment.
- Preventing sexual harassment.
- Role-playing: preventing sexual harassment and gender-based harassment.

## **7 A successful end to your career**

- Get ready for retirement!
- Adopt first-aid reflexes in the event of an emergency.
- Manage bleeding, burns and choking.
- Reacting to loss of consciousness or cardiac arrest.
- Test your first-aid reflexes.

## **8 Webinar replay: Well-being and performance at work (40 min)**

- From the brain to the company.
- Workspace and organization.
- Emotions and meaning at work.

## **9 Webinar replay: Preventing RPS: Focus on Burn-out (45 min)**

- Psychosocial risks.
- Focus on Burn-Out.
- Preventing and managing RPS.

## **10 Additional resources (12h47)**

- Assessing psychosocial risks in the workplace.
- Coping with Burn-out.
- The keys to defending yourself against bullying.
- Raising awareness of sexual harassment in the workplace.
- Retirement: going further.
- Put PLS and CPR into practice.
- Retirement, special cases: what to do?