Change or uncertainty in the workplace is often very disruptive. However, resisting change is largely unproductive, and causes undue levels of stress. The following techniques are proven to help employees manage uncertainty in a rapidly changing world.

**Techniques to Manage Change and Uncertainty**

1. **Identify what can and cannot be controlled.**
   Accept what is out of your control. We become the most stressed when we try to change what is out of our control. Focus on those aspects of the situation where you can have some control.

2. **Identify what you can do to feel more control.**
   This may be taking steps to find out more specific information, or may involve preparing yourself as best as you can with finances, skills, or emotional support in anticipation of possible change. Begin to think about a contingency plan for unexpected events.

3. **Set mini-goals.**
   If change is uncertain, it may be difficult to look ahead. Set realistic mini-goals in terms of work projects. Break large projects into more realistic and manageable tasks.

4. **“A little denial can be healthy.”**
   Rumors are numerous during times of uncertainty. Decide how much time and attention you are going to give to rumors and to thinking about what may or may not happen. This is different from taking action to prepare yourself for change.

5. **Identify areas of stability in other parts of your life.**
   Identifying the stability in other parts of your life, i.e., family, friendships, hobbies, etc, will help ground you during times of uncertainty.

6. **Set your own time-frame for re-evaluating the situation rather than continually thinking about what may or may not happen.**
   Doing the latter can increase stress and lead to feeling immobilized.

7. **Look at past experiences in dealing with situations of uncertainty.**
   Identify and use things that did or did not help you through similar situations.

8. **Identify and focus on your own life values.**

9. **Seek and use support from others during times of uncertainty.**

10. **Exercise, nutrition and hobbies are all important outlets for stress.**
    Seek professional help if symptoms of stress persist.