



⋮ TIPS&FACTS  
is the newsletter of  
MATRIX informational

Newsletter 2

July 2011

In the July issue of our Newsletter we focus on following issues:

*Positive Office Gradient*

*Exam Fever*

*Relocation Stress Syndrome*

## DO YOU HAVE A POSITIVE OFFICE GRADIENT?

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As team leader you should maintain at all times a positive office gradient, that is to say, YOU as the leader should be the one running the show. Normally you are the one with the most experience and knowledge, otherwise you would not be in the management's position you are in.

A positive office gradient is essential to maintain an effective leadership role. If you end up with a negative office gradient, your assistants or even the other employees will take over responsibility, transforming you into a follower. The office gradient can be either steep or shallow, but should always remain positive.

Skilled leadership may be needed to understand and handle various situations. For instance, personality and attitude clashes within a team complicate the task of a leader and can influence both productivity and efficiency.

Experience has demonstrated that personality differences influence the behavior and performance of team members. Other situations requiring skilled leadership may be rooted in the frustrations of assistants over slow promotions, or of managers who are employed for lower assignments.

The office gradient can be defined as a management measuring system which makes optimum use of all available resources - equipment, procedures and people - to enhance the efficiency of team work

Matrix Informational coaching encompasses a wide range of knowledge, skills and attitudes including communications, situational awareness, problem solving, decision making, and teamwork.

For more information please contact us on [www.matrix-informational.com](http://www.matrix-informational.com).

## HOW TO COPE WITH EXAM FEVER

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Relax, exams or tests are no punishment but a way to find out how much information has been received and coped with! Easier said than done I would say! Most students get anxious and spend many sleepless nights. Also many adults suffer from exam phobia.

The background of exam related stress has to do with competition, and it is the fear of this competition that worries students as well as successful professionals. What can we do about it?

At Matrix Informational we developed the EF System which reduces stress and help the examinees achieve their targets. The EF System strengthens emotional stamina as well as your intellectual agility. It brings you in the right condition which enables you to get successful through any exam procedure.

Coping with exam fever is more than the traditional suggestions such as: *stretching exercises, going for a walk, go to bed early, making a plan, talk to parents or friends, listen to music and so on.*

Our EF System coaching is done at distance and very efficient as it based on the successful Information Field Communication. For more information contact us on [www.matrix-informational.com](http://www.matrix-informational.com) .

## ARE YOU SUFFERING FROM RSS?

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RELOCATION STRESS SYNDROME (RSS) is defined as the physiologic and psychosocial disturbances that result from transfer from one environment to another. Experts compare RSS to a divorce or a death in the family, and explain that it can persist to more than one year!

The symptoms of RSS are loneliness, depression, anger, apprehension, dependency, confusion, anxiety and withdrawal and can affect anybody who moves to a new home. Minor characteristics include changes in sleeping and eating habits, insecurity, lack of trust and need for excessive reassurance.

Matrix Informational developed a method to solve problems such as:

- A feeling of not being accepted or respected
- A feeling of alienation from friends and family
- A feeling that friends and family do not understand or appreciate your experiences
- A feeling of emptiness and meaninglessness
- A feeling of loneliness and rejection from society
- A feeling of loss of lifestyle, career and prestige
- An idealization of the country or town that was left behind
- A feeling of anger frustration which can manifest itself suddenly and sharply

A very special case of RSS is the move to a nursing home. Please read following link: <http://www.snapforseniors.com/portals/0/pdfs/relocationstress.pdf> . Most nursing homes are NOT aware of this kind of problems that is why Matrix Informational offers its services to solve the problems mentioned earlier.

Please contact [www.matrix-informational.com](http://www.matrix-informational.com)