

# WEEK REPORT DIRECTIONS

There are a total of two reports each covering 5 weeks. Each report has eight pages to be completed: two typed summary pages, the S2E2 summary and five written checksheets (one for each week).

The **Summary Pages** is a MsWord document that is to be typed and printed. This is where you tell what happened over the five weeks and what you will be doing to maintain or improve for the next five weeks. The S2E2 and weekly Checksheets are PDF files that you will print and just write on.

There are four sections on the checksheets: Review, Stay Well Strategies, Triggers, and Symptoms. This chart requires numbers in the Review section and just checks in the other three areas. You should fill this out each day and write on the back any additional information that will help you understand what has happened.

Each Summary is worth 20 points, the S2E2 is worth 30 and each week Checksheet is worth 5. This means each of the five Week Reports are worth 75 points.

**To help you remember when the reports are due use the chart below.**

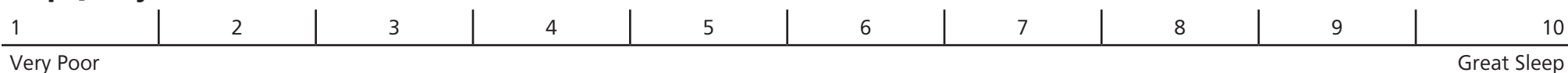
## Report Schedule: Weeks Beginning

Weekly Reports	Week One	Week Two	Week Three	Week Four	Week five	Date Due
Report 1	August 30	September 6	September 13	September 20	September 27	<b>October 11</b>
Report 2	October 4	October 11	October 25	November 1	November 8	<b>November 15</b>

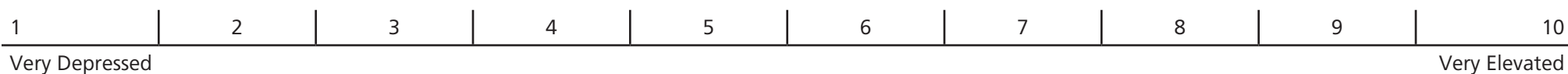
**Please note:** The Review section requires numbers to be placed in each box.

Three areas will need the total number of minutes or hours in the box each day. The others, ones with a (S) beside them, will use one of the scales below for reporting.

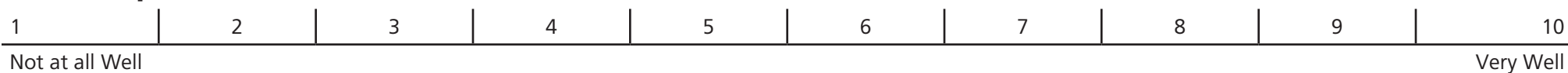
### Sleep Quality



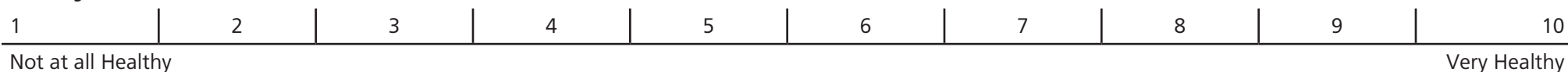
### Your Mood



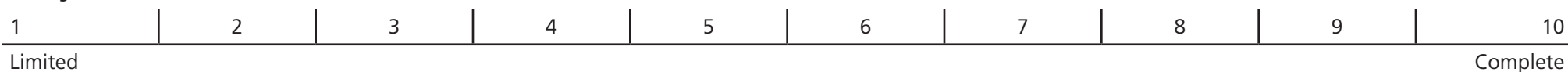
### How You Coped



### Healthy Meals



### Plenty of Water



**Sleep: What Happened**

**My Reaction**

*Sample: This is available as a MsWord file and should be typed to hand in.*

**Stress: What Happened**

**My Reaction**

*This is the first of the summary pages that are attached with the five weekly reports.*

**Eating: What Happened**

**My Reaction**

*This is the second of the summary pages that are attached with the five weekly reports.*

**Exercise: What Happened**

**My Reaction**

Sleep: What Happened	My Reaction
<p>At the beginning of the semester, I was more conscious of my sleep cycle and seemed to get better sleep. My sleep habits started to deteriorate later on, however, and by the end of the five weeks I leveled out to about 7-7 1/2 hours of sleep each day. It also seemed as though I was either maintaining a consistent bedtime or maintaining a consistent wake-up time, but I couldn't maintain both. I also tended to hit the snooze frequently.</p>	<p>The "winding-down" routine did help me to go to bed, but it only worked when I maintained a consistent bedtime, which was problematic and something I need to work on. Furthermore, my wake-up times were thoroughly inconsistent, causing me to hit the snooze button and only feel more tired throughout the day. If I woke up to my roommate's alarm, it would help me wake-up at a more consistent time, 7:30a.m. each day.</p>
Stress: What Happened	My Reaction
<p>I tended to be more highly stressed towards the beginning and middle of the week; these were also the places where I handled the stress more poorly. At the ends of the week (Friday/Saturday), my stress levels were typically lower, usually because I had more time to do homework and to relax. I also found that I was more highly stressed when I had a lack of sleep or when I didn't work out that day.</p>	<p>When I stuck to my priorities list, I got my work accomplished. However, on my high stress days I usually got sidetracked by little things and therefore became more stressed out. On these days, I would forego devotion time, which would only cause me more stress. I need to make myself do devotions and not let the little things, which are usually less important, to slip into my life and cause me to lose focus.</p>
Eating: What Happened	My Reaction
<p>I usually began the week eating healthier because I tried to focus on it more. However, by the end of the week I was focusing less on My Pyramid goals. Some trends I found included:</p> <ul style="list-style-type: none"> <li>• Late night snacking</li> <li>• Going out and eating unhealthy/ too large a portion size</li> <li>• Not eating enough vegetables</li> <li>• Eating too many carbs (according to My Pyramid)</li> <li>• Not eating enough protein</li> </ul>	<p>I am proud that I mostly stuck to my vegetable rule: to eat more vegetables by having at least one with lunch and dinner. There were occasions, however, where I didn't stick to the plan, and I need to work on that. Also, stocking my shelves with healthy snacks really helped me to at least eat more healthy when I did late-night snack. However, I really need to train my body that it is not necessary to eat mindlessly late at night. Furthermore, I really need to work on changing my eating habits when I go to restaurants (limit the portion size—take some home) and also when I eat in the Great Hall (skip the dessert section!) I know I can do these things, but I haven't made enough effort to change.</p>
Exercise: What Happened	My Reaction
<p>I was usually pretty consistent about working out and tried to work out as frequently I could, which was about 3-5 times a week on average. I found that I grew bored when I did the same workouts, so I tried to vary my workouts as time went on. The only problem I encountered was that I didn't have a workout buddy, so it was difficult to motivate myself at times. I was inconsistent on sticking to my weight plan, however, and I usually only did weights about 1-2 times a week.</p>	<p>I think I did a really good job of changing my workouts by varying the resistance or incline and by running on trails and hills. Also, when I got bored, I did other workouts like pilates, which was good for me, especially since I don't have a workout buddy to keep me company. I really need to work on sticking to my weight plans, however, and to focus on getting <i>two</i> days of weights in per week.</p>

*This Sample only shows one page for the*

*report, but yours will be two pages!*



Name						Week Dates				Section	
Review		Stay Well Strategies				Triggers				Symptoms	
Monday	Sleep (hrs)	Adequate Sleep	Social Support	Stress at Work/Sports	Arguing	Irritability	Insufficient Sleep				
	Sleep Quality (S)	Planned Exercise	Routine Day	Stress at Home	Caffeine Consumption	Anger	Excessive Sleep				
	Your Mood? (S)	Quiet Time	Avoiding Conflicts	Stress at School	Poor Diet	Sadness	Loss of Energy				
	How You Coped? (S)	Healthy Meals	Enjoyable Activities	Lack of Sleep	Medicine Not Taken	Anxiety	Loss of Interest				
	Healthy Meals (S)	Plenty of Water	Activities With Others	Lack of Exercise	Ill Health or Pain	Feeling Guilty	Suicidal Thoughts				
	Plenty of Water (S)	Minimal Caffeine	Time Outside	Too Much to Do	Difficult Life Changes	Feeling Hopelessness	Poor Concentration				
	Planned Exercise (mins)	Medicine Taken	Positive Thinking	Negative Self Talk	Class Issues	Feeling Worthless	Resting Poorly				
	Being Active (mins)	Professional Support	Other	Relationship Problems	Change in General	Negative Self Talk	Change of Appetite				
Tuesday	Sleep (hrs)	Adequate Sleep	Social Support	Stress at Work/Sports	Arguing	Irritability	Insufficient Sleep				
	Sleep Quality (S)	Planned Exercise	Routine Day	Stress at Home	Caffeine Consumption	Anger	Excessive Sleep				
	Your Mood? (S)	Quiet Time	Avoiding Conflicts	Stress at School	Poor Diet	Sadness	Loss of Energy				
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	Sleep Quality (S)	Planned Exercise	Routine Day	Stress at Home	Caffeine Consumption	Anger	Excessive Sleep				
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