**Coping with Change at Work**

So, how can you cope with change and arrive at that final acceptance stage? With the right strategies, you can progress quickly and even take advantage of all the benefits change has to offer. Explore the following strategies:

1. **Write Down Your Emotions.** You can’t move toward acceptance by pushing your feelings down. To move forward in a healthy way, you must recognize where you are and understand why you feel that way. By compartmentalizing your emotions in this way, you’ll take the first step toward understanding them and making them less overwhelming. Plus, as an added bonus, you’ll now have a list of concerns that you can bring up to others.
2. **Seek Information.** Change introduces the unknown, which is a major stressor. So, to counteract those emotions, seek information. Be proactive and don’t wait for details to fall into your lap. When following this strategy, first consider your top concerns. Then, write down a list of questions for each.
3. **Focus on What You Can Control.** During periods of change, we can get sidetracked by all the things we can’t control. But regardless of what’s new, you’ll always have some control over your life and workday. You don’t need to feel like a victim. So, consider your concerns again and identify which ones you can do something about.
4. **Consider the Positives. There** are two ways of looking at everything: You can think negatively, or you can think positively. New, doesn’t always mean worse. And by focusing on the benefits of change—rather than the drawbacks—you can influence your reaction.

So, consider the plusses that come with change and make a list that you can refer to.