

*The Manual
of
a Teenage Soul*



Welcome

Teenagers' well-being is crucial for their overall development and future success. Adolescence, is a rollercoaster of emotions, dreams, and self-discovery.

"The Manual of a Happy Teenager" is a user's guide to happiness specifically designed for teenagers. As we embark on this journey together, we'll explore practical advice, and activities aimed at empowering teens to create a fulfilling and joyful adolescence.

Enjoy reading it!

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What's happiness?

Happiness is an emotion, which shows joy and a general positive attitude. Someone happy is either in a good mood from something happening, or he is just happy without an apparent reason, which even scientists don't understand yet. This is a rough definition as it's highly debatable what truly does it mean to be happy. Some people think of happiness as a general satisfaction of your life in its current state. One of these people is Ruit Veenhoven who defined being happy as: "overall appreciation of one's life as-a-whole".



Happiness is very important in people's lives, and there are different reasons for this. Happiness can, for example, help us form better relationships with people, along with **reducing stress** or **anxiety**, and **being more productive**. There are many things that make people happy, like spending time with family and friends, leisure time activities, or even just spending time alone or traveling.

"Happiness depends upon ourselves." *Aristotle*

Mental health and well-being

On World Mental Health Day The World Health Organization shared 6 tips to keep your mind healthy:

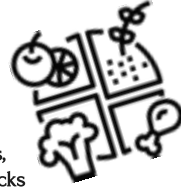
1. **Talk to someone you trust:** Talking to someone you trust – whether a friend, a family member, or a colleague – can help. You may feel better if you are able to openly share what you are going through with someone who cares about you.
2. **Look after your physical health:** Be active for at least 30 minutes daily, whether that's running, walking, yoga, dancing, cycling, or even gardening. Eat a balanced and healthy diet. Make sure to get enough sleep.
3. **Do activities that you enjoy:** Try to continue doing the activities that you find meaningful and enjoyable, such as cooking for yourself or your loved ones, playing with your pet, walking in the park, reading a book, or watching a film or TV series.
4. **Steer away from harmful substances:** Don't use harmful substances such as drugs, kava, alcohol or tobacco to cope with what you're feeling. Though these may seem to help you feel better in the short term, they can make you feel worse in the long run.
5. **Take two minutes to focus on the world around you:** Help free yourself of constantly swirling thoughts by reconnecting yourself with where you are at this moment in time.
6. **Seek professional help:** If you feel like you cannot cope with the stress that you are facing, seek professional help by calling your local mental health helpline or getting in touch with your counsellor or doctor.

PHYSICAL HEALTH

For teenagers, prioritizing physical health is crucial for overall well-being and development. Regular exercise is essential, aiming for at least 60 minutes of moderate to vigorous activity daily. This can include activities like sports, jogging, or even dancing.

Nutrition

Balanced nutrition is key; focus on a variety of fruits, vegetables, lean proteins, and whole grains. Limiting sugary drinks and snacks is important for maintaining a healthy weight and energy levels.



Sleep

Adequate sleep is vital during adolescence, with most teens needing 8-10 hours per night. Establishing a consistent sleep routine can contribute to better physical and mental health.

Social media

Limiting screen time, including social media, and maintaining positive social connections are important. Mental health is closely linked to physical health, so managing stress through activities like mindfulness or hobbies is beneficial.



Substances

Avoiding harmful substances like tobacco and excessive alcohol is crucial. Regular health check-ups and open communication with parents or guardians about health concerns ensure early detection and prevention.

Good for you

Remember, small, positive habits formed during adolescence can have a lasting impact on physical health throughout life.



HEALTHY RELATIONSHIPS

It's really hard in teenage years to make new relationships and maintain old ones. But there are a few ways to do that:



Trust

First you have to build trust with the person you want to have a relationship with. You also have to be trustworthy. It can be hard at first, but it helps to form long lasting relations.

Empathy



Second you have to listen to the person you like. You have to understand and support each other in hard moments. That may be difficult, but that's what makes relations so important and so beautiful.

Boundaries

Last, but not least, you have to set some boundaries. They depend on what you see as "crossing the line". The person you want to form a relationship with shouldn't make you feel unhappy and make you do things you don't want to do.



Self respect

"The Crucial Role of Self-Respect in Shaping Identity and Well-Being"

Teens' lives and souls are anchored on self-respect, which is essential to the development of their identity and general well-being. Building a strong sense of self-respect becomes essential to managing the complexities of life during adolescence, a time of self-discovery and external influences.

Fundamentally, having self-respect means treating oneself with kindness and decency and realizing one's own intrinsic worth. It acts as a compass, helping youngsters navigate the difficulties of social pressure, cultural norms, and the turbulent process of coming to terms with who they are. Adolescents who embrace their self-worth establish a strong basis for making decisions that are consistent with their goals and principles.

The importance of self-respect in a teenager's life cannot be overstated. It empowers them to set boundaries, say no to unhealthy influences, and make decisions that prioritize their well-being. A teenager with a healthy level of self-respect is more resilient in the face of adversity, less susceptible to external judgments, and better equipped to navigate the ups and downs of adolescence.

Furthermore, self-respect fosters a positive self-image, contributing to improved mental health and emotional stability. Teenagers who value and respect themselves are more likely to engage in activities that promote personal growth and fulfillment. This, in turn, positively influences their relationships with others, as they are better equipped to establish connections based on mutual respect. In essence, self-respect is the cornerstone of a teenager's soul, shaping their character and influencing the trajectory of their lives. It acts as a shield against the pressures of conformity, enabling them to stand firm in their convictions and pursue paths that lead to authentic self-discovery and a fulfilling future. Cultivating self-respect is an investment in a teenager's mental and emotional well-being, providing them with the strength to navigate the tumultuous journey of adolescence with grace and resilience.



Time Management and Goal Setting

Time Management: 5 Strategies for Better Time Management

- **Know How You Spend Your Time**

A time log is a helpful way to determine how you use your time. Record what you are doing in 15-minute intervals for a week or two. Evaluate the results:

- **Set Priorities**

Managing your time effectively requires a distinction between what is important and what is urgent (MacKenzie, 1990). Experts agree that the most important tasks usually aren't the most urgent tasks.

- **Use a Planning Tool**

Time management experts recommend using a personal planning tool to improve your productivity.

- **Get Organized**

Disorganization leads to poor time management. Research has shown that clutter has a strong negative impact on perceived well-being (Roster, 2016). To improve your time management, get organized.

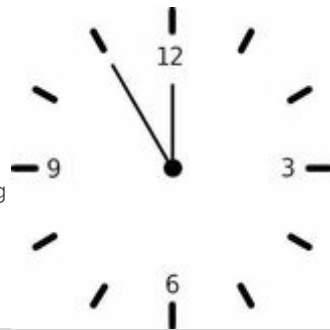
- **Schedule Appropriately**

Scheduling is more than just recording what must be done (e.g., meetings and appointments). Be sure to build in time for the things you want to do.

How to Set Achievable Goals:

Connecting Your Goals and Values: Why & How

- **Make sure your goals are aligned with your values.** Too often, people set goals based on their thinking alone. But you're much more likely to achieve your goals if they align with your feelings and values, too.
- **Make sure your goals are specific.** Even if you have values-based goals, they still may be too broad and general to work towards. Avoid a sense of overwhelm and not knowing where to start by recasting your aspirations into the form of a SMART goal.



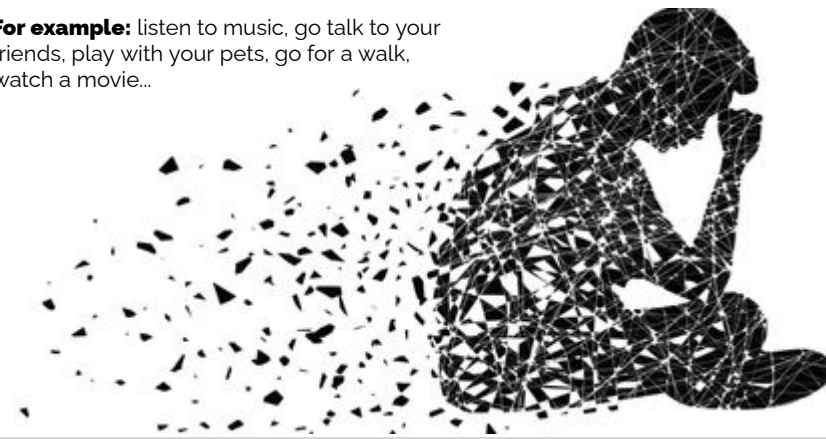
How to deal with stress?

Recognizing stress:

- Symptoms of stress can take many forms. Stress may cause physical complaints, such as tension headaches, back pain, indigestion, or heart palpitations. It may appear as cognitive problems, such as poor concentration and indecisiveness. Emotional symptoms of stress include crying, irritability, and edginess. And stress can also show up as negative behaviors.

Managing stress:

- **Relaxation techniques.** These are activities that trigger the relaxation response, a physiological change that can help lower your blood pressure, heart rate, breathing rate, oxygen consumption, and stress hormones.
- **Goal setting.** "When people set goals for themselves, they have a positive sense of commitment, feel they're in control, and are optimistic," says Dr. Webster. She recommends setting goals in your career, relationships, creativity, play, and health.
- **Cognitive behavioral therapy (CBT).** CBT is based on the idea that changing unhealthy thinking can change your emotions.
- **For example:** listen to music, go talk to your friends, play with your pets, go for a walk, watch a movie...



SOCIAL MEDIA AND DIGITAL WELL BEING



Using social media correctly makes our efforts easier to access real information and prevents spending much time on a computer or phone as well. On contrary, if we don't use context aware internet it causes time waste, health problems like defect of vision, attention deficit, sleep problems, stress and depression back to back. In addition, while over usage of social media, it makes the person away from society because of loss of communication skills and lack of self- confidence. On the other hand using the digital world in balance provides easy communication in social relations and easier expression that creates a bondage between people.

How Can We Use Social Media Correctly ?

- Use secure sites
- Avoid using unnecessary and time wasting apps
- Do not share personal informations



To sum up, we should use social media to communicate with family to learn new information and to have fun but not too much and under control.

HOBBIES AND INTERESTS

Every person has a skill at some subjects. For instance , making handcraft products , playing an instrument , drawing a picture , sing song , dancing or speak several languages etc.

We should discover our abilities. Because if we do it , we can put ourselves at the forefront in various fields.

when we look at the results of the survey about the future , mostly students are afraid of finding a job. Our hobbies can also help us in this regard, we can turn our talents into a job.

And in addition to, hobbies not only contribute to a person in personal development, but also allow a person to relieve stress and relax his mind.

We just need to discover our abilities. We will learn this by trying ourselves in various fields.



Academic Success



Tips for effective studying:

1. Get organised.
2. Don't skip class!
3. Take notes.
4. Talk to your teacher & ask questions.
5. Space out your studying.
6. Create a study plan – & stick to it.
7. Don't just re-read but study.
8. Set up a quiet study space.
9. Test yourself
10. Find a study buddy or join a study group



Steps to achieving academic goals:



1. Work on your time management skills. ...
2. Set small goals to help you accomplish large goals. ...
3. Surround yourself with supportive people who motivate you. ...
4. Build good study habits. ...
5. Develop your patience and resilience. ...
6. Take care of yourself physically and mentally. ...
7. Practice positive thinking.

**The best guide for future is the past.
- Lord Byron**



LOOKING AHEAD: THE FUTURE

Every human being has dreams for future. People are guided by their dreams they have. We all dream a beautiful future for ourselves. In order to fill our goals and expectations we should act with patience. To get the outcomes of our tries will make us feel more satisfied. So always try to motivate yourself and find meanings in life.

NEVER LOSE YOUR HOPE FOR FUTURE!

REMEMBER! no matter what happens - you are never alone! There are people and places that can offer help and support!

A list of helpful resources, websites, and helplines for teenagers:



Poland : Telefon zaufania (phone of support) 116 111

Slovakia: Linka nezábudka : 0800 800 566, (online chat)
detská linka pomoci: 0907 401 749;
<https://ipcko.sk/>

Turkey : Türk Kızılay Toplum Merkezi (Community Center)
T.C. Gençlik ve Spor Bakanlığı :
<https://gsb.gov.tr/anasayfa.html>

Tunisia: "Le numéro vert 1899"

teams that worked on the book

Team 1:

**Martin
Samuel
Ali
Ayse
Kamil
Jakub
Dönüs
Rümeysa
Aya
Yesmin
Nouran
Teacher: Seyma Sarsici**

Team 3:

**Xavér
Patrik
Zeynep
Merve
Rabia Zeynep
Marek
Adam
Esmanur
Samira
Cyrin
Sinda
Teachers: Ewa Obrochta
& Adriana Nálepová**

Team 2:

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Stanislav
Roderik
Islim
Berra
Maya
Maria
Hafize
Irem
Oimaima
Mariem
Ibtigha
Teacher: Zerrin Yiğit**

Team 4:

**Tamás
Šimon
Taha
Aynur
Gamze
Michal
Marcel
Yaren
Hüsnanur
RYTEJ
Teacher: Karima**