



- If paperwork is driving you crazy, make a landing spot for it in your home. Some ideas are an inbox, basket, magazine rack near your favorite chair, etc. At the very least, it won't be everywhere. Then take at least 5 minutes a day to pare it down. Better yet, open the mail right over the shredder and recycle bin and don't even allow it to build up.
- Is it reasonable to compare yourself to others? We all do it, but is it healthy? Everyone makes different choices, has different values and different priorities. Let's spend time getting our life in the order that we feel is appropriate for our family and spend less time judging those who don't have the same set of beliefs as ours. Better yet, make yourself available to those that might need a helping hand.
- [Rhonda Byrne's "Hero"](#) has a lot of great advice. I thought this was one definitely worth sharing..."No matter how old or young you are right now, you have a greater story to live! It may seem like a big risk to follow your dream, but isn't the greatest risk of all to miss your life?" Even if you take baby steps toward your dreams, then you're headed in the right direction.
- I love this idea from Redbook Magazine, "You know all those stray tasks you never get to, like replacing your watch battery or erasing unused apps from your phone? Keep a running list of tiny chores, and then dedicate one day to getting them done."
- Don't let a phone call throw you off, that's what voice mail is for. Let it pick up and just call back later when it is more convenient for you.
- The weekend is upon us. Take a minute to pause, enjoy it and make memories.
- When you feel like a job is too large, use [Jack Canfield's](#) approach..."Think of a car driving through the night. The headlights only go a hundred to two hundred feet forward, and you can make it all the way from California to New York driving through the dark, because all you have to see is the next two hundred feet....it will eventually get you to the destination..."
- Emmett's Law of Loss - "If certain things in your life are always hard to find, it's probably because they don't have their own special place."
- Here is a simple way to start to reduce the clutter in your home. Place a large bag/box in the bottom of a closet. Once per week, place an item or two in the bag for donation. Once the bag is full, drop it off to your local charity. Then put a new bag in the closet and begin again.

- Junk drawers can be a blessing and a curse. A blessing when you find just the odd ball item you need, a curse when it's too junked up to find anything. So, make time once every other month to purge and reorganize that junk drawer so it's more helpful to you.
- If you are feeling overwhelmed about everything you need to remember, just don't bother to remember. What I mean by that is to write it down on a to-do list and put it in a prominent place or use an "app" to remind you. Don't let the list roll around in your head.
- Never give up. It's never too late to believe in yourself.
- Summer is just about here. That means the dreaded "I'm bored. There's nothing to do." statements are coming soon. Have a jar full of fun ideas and chores on your counter. When that phrase pops up, "dare" your kiddos to take a chance.
- If your child is graduating this year, remember to really enjoy the moment. Moments like this are so fleeting and we need to just suck it all in. While at the graduation, don't worry about the gifts, the guests, the party, etc. Just enjoy the moment. Be in the moment fully, you won't regret it. Of course, this is true of many days in your and your child's life, not just graduations.
- Having company? Enlist the help of your family to prepare. More hands make light work.
- It's great if you participate in your town's recycling program. However, don't let it hold you hostage. Do your best and be ok with that.
- Turn dreams into reality by making lists and following through on steps to achieve them. Be sure to get help along the journey.
- Sometimes you won't be able to do things in 1, 2, & 3 steps. You may need to do 2, 4, 7, 1. Just so you are able to get done what you need to get done, that's what important most of the time.
- If you don't know something, ask, research, look for help. Don't just dismiss it or fake it. You will end up wasting your most valuable asset, time.
- Don't forget in your busy day to take care of yourself. This could be as simple as drinking water throughout the day, going outside for a fresh air break, or taking a bathroom break. Something so small can help your health so much.