



- * Set a good example for your kids when they bring home all of those forms for you to fill out for school. Do them right away, don't procrastinate. It will show them how important you think school work is and it will feel great to get it done.
- * "The best way to get unstuck is to free up your space and time of the things that are no longer relevant." -- [Julie Morgenstern - Organizing and Time Management Expert](#) in "SHED Your Stuff, Change Your Life"
- * "A well-known technique can help you become aware of how many times you've handled the same paper. Each time you handle a paper, use a red pencil to place a small red dot in the upper right corner. When the same paper has accumulated so many dots it looks as though it has measles, you will realize how often you have handled it." -- Lehmkuhl & Cotter-Lamping in "Organizing for the Creative Person"
- * What is something that you have been wanting to try, but felt just too unsure to do? Why not do it today or start working towards it? Also, if you'd like to share what it is that you're going to try, please do. It will be fun to share.
- * When you begin an organizing project or revamp, keep in mind the people you live with. For example, you wouldn't want to move the dog food out of reach of the kids if you're expecting their help to feed the pets. Also, you wouldn't want to trash someone else's stuff without asking them...it could cause serious problems.
- * On this Patriot Day, take a minute out of your busy schedule to remember the thousands that lost their lives on this day 17 years ago. And remember how blessed we are to live in the best country in the world.
- * Be sure not to overbook yourself so much as to not be able to keep your promises and obligations to others. If you are overbooking yourself, you are probably ending up disappointing someone else.
- * A profound and touching point from "Shed Your Stuff, Change Your Life" by [Julie Morgenstern - Organizing and Time Management Expert](#)..."Wouldn't you love to remember who you were before you attached your identity to (your) stuff?"
- * Where are you on the road to being more organized? Have you started? Are you lost and afraid to ask for directions? Are you well on your way, but are looking for a rest stop? Like any road less traveled, it requires patience, planning and perseverance. Don't give up and don't be afraid to ask for guidance and help.
- * "The only expectations you need to live up to are your own. (Also, keep in mind that the kind of criticism that disturbs us most comes when someone says something about us that we fear may be true.)" -- Lehmkuhl & Cotter-Lamping in "Organizing for the Creative Person"

- ✿ Don't take your talents for granted. You are able to do things that others cannot do and the reverse is true. Share and swap your talents with friends and family to get things done. For example, maybe you can do yard work and they can paint your home.
- ✿ How will you be spending your time today? Do you have it planned? Are you overbooked? Are you already stressed at this early hour? Take a deep breath, review your day, decide what truly NEEDS TO BE DONE, and do your best to tackle those items.
- ✿ Have you taken the time to include kindness in your day? Sometimes we get so busy and forget to be grateful, thankful and kind. In memory of my cousin Rob, who always poured out kindness in his short life, pay-it-forward today. It might be something like a smile or a thank you to someone passing by, paying the toll for someone behind you, letting someone with small kids ahead of you in line at the store, bringing flowers to an elderly neighbor, you name it...take a minute and pay-it-forward today. You may be surprised by the impact you make.
- ✿ This idea comes from a client. If you want to keep important papers that require follow-up out and nearby so that they don't get forgotten, consider using a napkin holder. It's just big enough to hold the items up and in eyesight without allowing you to pile too many papers inside.
- ✿ "Think about when you get ready to go on vacation. It's amazing how the piles of items that have been ignored for months suddenly get done--because you need the mental freedom to go on your vacation without the burdens weighing on your mind. That's the feeling we are trying to create on a permanent basis." -- "SHED Your Stuff, Change Your Life" by [Julie Morgenstern - Organizing and Time Management Expert](#)
- ✿ Add laughter in your day. When you hear a joke or see something funny, don't just giggle in your mind, let it out. It feels good and it's good for you.
- ✿ Clearing out a junk drawer can feel so rewarding and only takes about 15 minutes. So, go for it today! Dump out the entire junk drawer, pull out the trash and pitch it, sort out what is left into categories: office supplies & pens, coins, eye glasses, batteries, for example. Then use small boxes to divide up the drawer or of course a drawer divider if you happen to have one handy. Even zippy bags will do the trick.
- ✿ "Unless you have too much time on your hands (and few people do, these days), if you have an item for which you have no use, repeat to yourself over and over 'enough is enough' and then get rid of it."--Lehmkuhl & Cotter Lamping in "Organizing for the Creative Person"
- ✿ Venture outside your comfort zone. There may be something interesting there.