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100% Effective Natural Hormone Treatment
Menopause, Andropause And Other Hormone Imbalances
Impair Healthy Healing In People Over The Age Of 30!

10 Traits of an Organized Home

By Barbara Myers

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by Barbara Myers (<http://www.ineedmoretime.com>)

1. Lack of clutter because everything has a place. The band-aids are in the kitchen cabinet left of the sink. All videos are in the cabinet near the VCR.

Today's mail is sorted into individual family member's baskets or folders.

2. Refrigerator, freezer and pantry are stocked and organized. There's a planned menu for this week. A grocery list in progress is posted near the fridge.

3. Clean laundry is put away. Dirty laundry is in hampers or is being laundered.

4. Family calendar is updated daily and color-coded by person.

5. Chore list is clearly posted. Everyone does his or her share as a member of the family.

6. There is a key rack, shoe rack and pegs for jackets and backpacks near the door.

7. Toys are separated into containers by category and can be put away quickly.

8. There is a portable file box into which bills and paperwork are organized.

9. Home appears adequately clean. Family has a daily system to pick up clutter and a weekly system for cleaning the house.

10. Family members have time for one another because their home is organized.

Barbara Myers is a professional organizer, author and speaker. Think this sounds impossible? It's not! Read *The Complete Guide to Organized Parenting*. Visit <http://www.ineedmoretime.com> for a free tips booklet.

Loving an Organized Life

By Barbara Myers

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An organized life may sound boring to some people and impossible to others. Why should you manage your time and get organized? What does it mean to have a totally organized life?

1. You never miss an appointment because you have a single calendar which you use religiously and check often.
2. You know what to expect of your day because you plan 75% of it, allowing 25% for interruptions and emergencies.
You use a master list and a daily to-do list.
3. You don't waste time looking for things in your home or office. There is no clutter. Everything has a place and is returned there after use.
4. You enjoy help at home. Everyone does his or her share and knows what's expected. You invested your time to teach your family thus ensuring future free time for yourself.
5. You reach into your closet and put together a fabulous outfit in about 30 seconds because everything coordinates and is ready to wear.
6. You leave the house on time in the mornings because you have prepared the night before.
7. You enjoy meals at home. Dinner is planned and you never find yourself out of something at the last minute. The kitchen is organized so clean up is easier.
8. You enjoy leisure time with your family and friends because the rest of your life is under control.
9. You don't worry about money because you budget and plan well. You are well-paid because you are efficient at work.
10. You don't have a weight problem because meals are planned in advance to avoid caloric fast-foods. Your day is planned to include exercise time.

Barbara Myers is a professional organizer, speaker and author. FREE time management tips booklet at <http://www.ineedmoretime.com>



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