

Simplify Your Life

Life can get crazy sometimes, but it doesn't always have to be so overwhelming! Use this list of ideas to learn how to simplify your life this week.

○ Learn How to Say No

We all have times where we commit to too many events and responsibilities. It's ok to say no to these requests, especially if they are causing you stress. Take a moment to consider three events on your calendar that can be eliminated. What do you like and dislike about them? What made you pick these events or responsibilities over the others? How you would spend that extra time?

○ Catch Up on Procrastination

Have a room or closet you've been meaning to clean? What about a squeaky door hinge that you keep forgetting to fix? Cross one of these tasks off your list this week so you have one less thing to worry about.

○ Be Screen-Free

Technology has taken over our lives in recent years thanks to smart devices. Take a break from electronics for at least an hour a day every day this week. Read a book, go for a walk, hit the gym! If you like this cleanse, try to increase the one hour a day to two, or even set aside one whole day a week to go completely tech-free!

○ Anticipate and Prepare

Always in a rush before school or work? Choose your outfit and pack your lunch the night before so you have one less thing to do in the morning. By checking off small tasks like these in advance, you are making your day much simpler.

○ Take Some Time for Yourself

It seems as if the older a person gets, the less time they have to relax and unwind. If you feel like you can't catch a break, create one for yourself! Kids too much to handle lately? Call a babysitter and go get your nails done. Life at work getting overwhelming? Take a personal day and use the day to regroup. Is your house or office space too messy to function? Contact Dana Collins at ARRANGED to help you get your life back in order!

If it's too difficult to keep track of all the aspects in your life, we can help.

ARRANGED will implement a plan to declutter and professionally organize your home or office in a functional, aesthetically-pleasing way. Take a breath and focus on your other tasks now that your space is perfectly ARRANGED!

Click [here](#) to learn more about ARRANGED's organizing services, then read our [Testimonials](#).

[Contact us](#) to schedule a complimentary phone consultation.

