

November ENTERTAINING 2004

| Sun | Mon | Tue | Wed | Thurs | Fri | Sat |
|-----|-----|-----|-----|-------|-----|-----|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

tips of the month

self Take 30 minutes a day for reading, going for a walk or even look up an old friend.

finance Make your Christmas gift budget. Decide on a limit that you will spend on each person. If you haven't already started your Christmas shopping, don't miss the day after Thanksgiving sales.

family Write a note to all your family members and tell them how much you love and appreciate them.

home Go through each room and declutter. Throw out any items you don't use. You can donate those items (if in good condition) to a charity.

work Organize your files on your computer, delete or backup files you don't use.