

August

MAKEOVER MONTH

*"If you don't like something, change it. If you can't change it, change your attitude."
Maya Angelou*

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	31				

tips of the month

self

Don't try to get everything in your life organized all at once. Break down the important things in your life and set goals to achieve them. Complete a mini makeover.

finance

Have a designated area to pay your bills. Set a date and time that will work best for you. Having your bills in order will save you time and money.

family

Create a family central area. By strategically placing an organizer in the most central and accessed area of the home, all family members are instantly informed of daily plans and key messages. Planning will be easier.

home

Start with one room at a time. Ask yourself what you use the room or area for. Don't be afraid to throw things out or donate items you won't use. Once you have a room in order it will be easier to keep it up.

work

Before you leave your work area, whether it is a desk, office or cubicle, make sure you straighten, file and throw away any unnecessary items. It is refreshing to start the next day in a clutter free environment.