

Mindful Decluttering & Organizing

Your Inner Clock

Identify your common energy cycles:

➤ **Mornings** are the best time for me to _____

And the worst time for me to _____

Afternoons are the best time for me to _____

And the worst time for me to _____

➤ **Evenings** are the best time for me to _____

And the worst time for me to _____

➤ **Late at night** is the best time for me to _____

And the worst time for me to _____

Energy Boosters

When you feel sluggish, but have to perform, what works?

Finish this sentence: When my energy is flagging, I can usually recharge by:

Some examples:

Changing activities

Planning something fun

Drinking a glass of water

Eating a high energy snack

Walking or exercising

Stretching

Taking a brief break

Taking a catnap

Focusing on my goal

Calling a friend

Playing or listening to music

Glancing at a photo of someone I love

Once you have more awareness and control over your schedule, you are more likely to feel a sense of satisfaction and accomplishment at the end of each day.

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