

Ten ways to divide your time.

When it comes to do so many things in your life, is to break them down. Here is are examples on gaining balance into our life.

1. With a notebook walk around your room, go through your phone, laptop or computer, programmes still in the planner on your TV and playlists you have planned to watch.
2. Divide each item into Home, work and play
3. Start with 3 things in each section first and as you complete the three, then add more
4. Be prepared to organize things in certain stations in your home gathering your stuff together for kids create a train out of a cardboard box if it is a child's room, for items they wish to pass to other children who might need the item now
5. Set a time for each most important things first, like reading with your kids in the mornings before they go to school, clear rubbish, donate to others of the items you no longer want to use, and go through what to keep, save or sell
6. Have a station for your kids to decorate in the home, and swap it around each year so you and your kids can be part of it, and that really helps have kid embrace times like Christmas and love the seasons as they change
7. Who have you not seen for a while, but want to but are in isolation, arrange some facetime or a time you can safely meet again, and decorate with them via facetime with a glass of bubbly too for both you and them and pop one around if they are not too far away and take a bottle of champagne to prepare for the Facetime fun you are gonna have
8. Create windows for each part of your life, so schedule time to play with the kids, doing errands and household chores and self-care time and quiet time
9. If you want to donate to charity then do so, and want to give to charity each month, and want to get back into taking part in fundraising events
10. Separate things into the day, week, month year and daily stuff put at the top of the list and have a schedule up on the wall on your computer where it can be easily seen and tick off and change as you go