

The roots are established

Time management and organisation

“The only limitations you have
are those that you place upon yourself.”

Muhammad Ali



This is getting right into the crux of things and establishing your leads and what you have to work with. These are two essential ingredients for a well run home: organisation and time management. There is nothing like a good spring clean. Better still is the focus on time management — recognising whether you have enough time available to do certain things and identifying whether you have time for what is important to you. This has to be one of our favourite topics and is the reason why we can manage the detailed life that we have.

Let's work with time management first.

Time Management

Just imagine this scenario: you wake up in the morning only because you have managed to set the alarm. You plod on through your day writing appointments in when you can and doing the work that is required of you. You go home and there is more work more commitments and you just keep running along with them all. Then you find that because you are so focussed on everyone else and getting the errands and work done that you forget one important person: you! What about time for you? Yes, you are important because without you, your world wouldn't exist.

Paul and I were very much like this when we first had some of our children; we were young and new parents. Then we found out we both had to work to help pay the bills so we became more organised, juggling all the chores both around the house and with getting the children ready, and on return home from childcare and school. We became a bit overwhelmed and soon forgot about each other and our time out. We did the best we could.

I can't remember now what the turning point was but we became more focussed after realising that we lived under the same roof but had lost touch with each other and with our own interests. We were good parents for our children but something was missing and it was straining our relationship.

We needed to communicate more, as I have written in an earlier chapter, and we needed to refocus on our partnership. How could we ease this into the lifestyle that we had at the time? We went back to planning, implementing and evaluating. We had identified that there was a problem with less time together and life had just become one big chore. We were burning out and becoming a bit down. We needed some help.

So what did we do? We stopped and made some free time, believe it or not. We had about half an hour to sort something out and this is what we did.

We pulled out some paper, a couple of pens, a ruler and our calendar. We made up a yearly plan, a weekly plan and decided to do a daily plan each evening. Let me elaborate on these.