

# CREATING YOUR WEEKLY RHYTHM

1. List out all the home and family-related tasks you need to do in any given **week**.

Include things like:

- cleaning the bathroom
- doing the laundry
- ironing
- vacuuming
- mopping floors

Break the bigger jobs down into smaller ones if you need to (for example, I clean toilets on a separate day to the rest of the bathroom).

2. Then add all the tasks you like to get done on any given **day**.

Include things like:

- making the beds
- cleaning the kitchen benches
- wiping down bathroom vanities
- doing a load of laundry

It's important to note you probably won't get every one of these done every day, but if you get the majority done the majority of the time, you'll be golden.

3. Then list all the extra-curricular activities or regular appointments you have during the week.

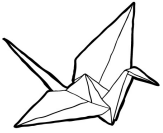
Include :

- your work hours
- school or preschool hours
- daycare
- dance classes
- sporting games and training
- regular catchups with friends at the park
- play group
- church

4. Look over the list you've created on Worksheet 1 and give some thought to how you like to structure your week. For example, do you feel better if you can clean the bathrooms and floors just before the weekend? Then think about scheduling those tasks for Thursday or Friday. Are the kids at preschool on a Monday? Use that time to do the grocery shopping or do the ironing.

5. Using the second worksheet, list your Dailies at the top and complete both columns for every day, listing 1-3 tasks in both the housework and activities columns.

6. Stick the list on your fridge and refer to it every morning. Even if you know what is on for the day, having a point of reference and a short list of tasks makes your day seem much more manageable.



# CREATING YOUR WEEKLY RHYTHM

1. LIST ALL HOME AND FAMILY-RELATED TASKS THAT NEED TO HAPPEN EACH WEEK:

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2. LIST ALL HOME AND FAMILY-RELATED TASKS THAT YOU WOULD LIKE TO BE ABLE TO DO EVERY DAY:

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3. LIST ALL REGULAR APPOINTMENTS, CLASSES, SCHOOL HOURS, WORK HOURS, SPORTS AND MEETINGS.

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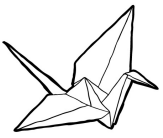
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# MY WEEKLY RHYTHM

## DAILIES

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_____	_____
_____	_____
_____	_____
_____	_____

## WEEKLIES

MON

TUE

WED

THUR

FRI

SAT

SUN