

## What haven't you done?

It's August 22, 2015. School is starting for many before Labor Day. Is summer over in spite of the heat?

First, what haven't you done that you intended to do this summer? Some items I have heard:

- take time off
- go to an island
- go to the beach
- swimming in the Ocean
- family cookout
- hiking

Summer flies. Time flies. If you don't plan something, you don't do it. If you don't manage your time, it slips away.

You have a few weeks left. What are the most important things you have yet to do? List them based on their priority to you. Then, one at a time, see what fits into your schedule and those whom you would like to join you. Maybe you can do one item and maybe you can do more than one. Even if it's only one it's worth it.

Looking back over the summer you don't want to regret all the things you didn't do. You want fond memories of what you did do. It's that simple.

For me, I have put off and delayed some work items so that I could spend more time with my grandchildren at the beach and doing things. I've done what can't wait but I have also delayed those items that can wait. You can do the same.

Thinking about what you haven't done and want to do also makes you think of all the things you should be doing and haven't done.

Every year Labor Day brings activity, business picks up, and people are anxious to get things done before the end of the year. Yes, Labor Day marks the start of the year end rush.

Make another list of what has to be done before the end of the year. If you have goals review them and update them. Then the other 'stuff' that has to be done. Make the list, prioritize it in the group. Must Do. Would like to do. Hate to do. First, schedule the must do on your calendar, second the would like to do. The hate to do is the list you should try to find someone to do for you. Hire someone, trade services, see what options are open to you.

Yes, some of the hate to do you have to do so you'll do them. Just try to reduce the number of hate to do on your list.

What gets scheduled gets done. Or, is far more likely to get done. Too often the thought of what you want to do but don't schedule never gets done.