

Newsletter 18

Enjoy Christmas with planning



Professional Organising

Welcome to the 18th newsletter of Clean Desk Professional Organising!

FOREWORD -- DECEMBER = GIVING MONTH

I just came home from a lovely weekend in the Netherlands for the Dutch 'Sinterklaas'. A bit like Santa Claus, but we buy gifts, make a 'surprise' and poem and have a lot of fun. The fun comes from the poems, with a (loving) twist about someone's habits of actions in the past year. The 'surprises' are made from wood, paper, cardboard, wool or whatever you like. This year a plain was made (cardboard), a beautiful house (cardboard), a hut (twigs) and a maze (coloured paper). We had a lot of fun and we all were very happy with our gifts. For most of the world, Christmas is still coming and most children and grown-ups still have to wait for their presents.

The grocery stores have advertisements about sharing with and caring for each other. Buy a gift for someone you usually don't do it for. Make a change, whatever small.

Enjoy your Christmas! And if you haven't celebrated Sinterklaas yet: enjoy that too!

Wendy

TIP -- RELAXED CHRISTMAS

I can write pages about having a relaxed Christmas. Why and how to do it, but I won't bother you with much extra reading time this time. The biggest tip to give? Make a plan(ning)! Don't start 2 days upfront and hope you can have a relaxed Christmas, that won't work. What to plan:

- **Cards:** make sure your contact details list is up to date, don't send them too late or they will arrive too late
- **Presents:** I hope you already have started ;), if not, don't forget buying online! More choice, less trouble (and warmer).
- **Decoration:** start in time to check if you still have everything you need. Maybe you need to replace or add some items.
- **Location and company:** where will you be? With whom? Do you need invitations of just an e-mail/phone call?
- **Food:** delegate and/or prepare as much as possible before Christmas and start shopping in time! Order rare items early.
- **Cloths:** do you want new clothes or will a dress or suit from earlier days do? Or are you going very easy and wear whatever you want?

Do things together, go easy on yourself and Christmas. I know it is also about style, but the most important thing is to be together!



If you need help with organising or time management?

Email me: wendy@cleandesk.co.uk.

*Christmas is not a time nor a season,
but a state of mind.*

*To cherish peace and goodwill,
to be plenteous in mercy,
is to have the real spirit of Christmas.*

(Calvin Coolidge)



Evening snow in Balerno

USEFUL WEBSITES -- CHRISTMAS PLANNING

Search criteria: Christmas planning

- <http://www.netmums.com/family-food/seasonal/christmas-food/christmas-step-by-step-planner>
- <http://www.realsimple.com/holidays-entertaining/holidays/christmas/ultimate-christmas-countdown-checklist>



- <http://www.bhg.com/christmas/planning/>
- <http://holidaygrandplan.com/holiday-grand-plan>
- <http://christmas.organizedhome.com/holiday-plans>
- <http://christmasplanner.com/checklists-christmas-planner>
- www.supersavvy.me.co.uk/tag/christmas
- <http://www.bbcgoodfood.com/feature/christmas-planning>

With thanks to www.google.com!

CHRISTMAS -- GET ORGANISED FOR A RELAXING CHRISTMAS

Go for a relaxed Christmas this year. Plan shopping, decluttering, decorating and cooking in time and enjoy the festivities in a relaxed frame of mind. Need help? I can help you plan, 2 hours for £ 20.

*As a professional organiser I can organise your things, documents and time with or for you,
being your own personal professional organiser.*

Do you want to receive this newsletter every month? Send an email to wendy@cleandesk.co.uk.

Do you like sending this newsletter to someone else? I much appreciate that!

Kind regards, Wendy

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