

- Make a list of your "5 before 11"™ to do list
- Clean out your car so it is tidy
- Complete 10 push ups, 10 sit ups, and 10 jumping jacks
- Turn to your spouse at bed time, and share the 3 things you are most grateful for him/her from that day of being together
- Schedule your next three hair cut appointments so you can stop having to think about them
- Clip an article or forward an online article to a friend or family member
- Start a file of "Remove Me" catalogs and mailers and call the organizations asking to be removed from their lists
- Organize a weekly "job list" for your kids on a magnet board or dry-erase board
- Throw away old, non-working pens, markers, and pencils
- Sharpen your favorite pair of utility scissors or kitchen knife
- Test each of your smoke detectors and CO detectors
- Dust the pictures and artwork in every room of your home with a feather duster
- Organize your CDs and put discs back in their jewel cases. Consider donating to your local library if you never listen to them anymore.
- Open a savings account with an online bank for better interest rates and "out of reach" savings
- Check with your cell phone provider to see if a better, less expensive plan has come available
- Find a seamstress to hem those pants, sew those buttons and fix those holes
- Pack tomorrow's lunch
- Shine your shoes
- Clip and file your nails
- Clean out your food pantry and give away food that your family will not eat
- On your next trip to the grocery store, buy extra items to give to the needy
- Fill your refrigerator with bottled water or a pitcher of water so it is easily accessible
- Clean out your junk drawer
- Get comfortable, close your eyes and "paint your own canvas"
- Make your annual IRA contribution
- Call a friend to catch up
- Invite a neighbor over for dinner
- Brush your pet's hair
- Order a tourism guide for your state
- Schedule your year-end review with your CPA and Financial Advisor
- Pack up magazines and give them to a nursing home/woman's shelter
- Place a state map in your car
- Order your credit report
- Backup your internet bookmarks on your computer
- Sign up for the Do Not Call list at www.donot-call.gov
- Water your plants and flowers
- Gather your loose change and give it to a child for his/her piggy bank
- Replace any burned out light bulbs in your home
- Drink a glass of water
- Create a recycle bin
- Clean your ceiling fans
- Cancel and destroy any unnecessary credit cards
- Schedule a vet visit for your pets
- Donate blood
- Learn to use a fire extinguisher
- Remove any extra keys from your key ring
- Remove extra credit cards/paper from your purse/wallet
- Buy a Magic Eraser and clean up scuffs on floors, doors and walls
- Dream about your future
- Setup paychecks for direct deposit
- Videotape your home contents for insurance reasons
- Join your alma mater's alumni group so you can stay involved
- Buy tickets to the local university theater/athletic events
- Schedule a regular backup of your home computer
- Photocopy (front and back) of all credit cards you carry for security reasons
- Clean out your purse/wallet
- Schedule your annual physical
- Buy birthday/anniversary/all occasion cards for the year
- Stock up on gifts for upcoming kids' birthday parties
- Create a "tax file" that is easily accessible so you can stash those receipts throughout the year
- Clean out your fridge
- Wipe out the microwave
- Ask about your kids' friends
- Plan your Christmas list
- Schedule to have your carpets professionally cleaned
- Dust your plants
- Place recent photos around your home
- Write a menu for the week
- Drive through the car wash
- Clean your jewelry
- Apply for a library card
- Update contact info in your cell phone
- Pick out your work clothes and iron them before you go to bed
- Tell your spouse how to read your 401(k) documents, life insurance and disability insurance policies
- Plan the big activities you want to accomplish today / this month /this week / this year
- Eat a piece of fruit
- Give away clothes you haven't worn in a year
- Tell your spouse you love him/her and why
- Place in a donation box any items or clothes you have not used in a year
- Condense your medicine cabinets
- Change something in your favorite room to make it "new" - add a flower arrangement or rearrange the room
- Prioritize the most accessible drawers for the most used items like socks/undergarments
- Buy extra toner for your home printer/fax machine so you are not caught without it
- Open a personal account with your favorite express delivery service over the web so you will have an on-hand supply of labels and envelopes
- Synchronize your clocks so that everyone is on the same timeline
- Buy/fill a bird feeder for your backyard
- Buy a moleskin notebook for your purse/car for notes
- Take a family picture
- Make a list of things to do tomorrow
- Download and use the grocery list from our resource page at our website
- Clean up your makeup or dop kit for your every day use.
- Use glass cleaner on the mirror in your bathroom
- Give away any coffee mugs that you don't use
- Give any books you no longer need to the public library
- Schedule a time to volunteer for one of your favorite charities
- Set the kitchen timer and have the whole family "pick up" the house as fast as they can
- Pray
- Write your top 5 immediate goals and post them on your bathroom mirror so you can review them each day
- Rest and rejuvenate
- Tell a friend about **The Seven Minute Difference**

The 7 Minute Life™



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