

## Get organised in the overwhelm worksheet

Keeping to a set routine is challenging. Every family has different needs and unique demands. Yet having a plan and being organised will decrease the overwhelm, and you will be better able to cope with the day to day tasks and responsibilities. Here I share with you the systems and processes that have worked for my clients and our family over the years.

YouTube video link with explanations on sections below:

<https://youtu.be/w921Ueyg88k>

Be prepared - days are constantly filled with expected and unexpected situations.

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Dedicate time to pause, reflect and update.

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Eat the elephant beetle.

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Have a weekly plan which creates a flexible routine.

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Have a list.

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3 D's—Do, Delegate, Dump

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You can ask for help. Who would you ask for help from?

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Stick with it to create a habit.

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