

Check out My 'Enlightened News' Previous Topics on the Website

It's hard to believe it has been almost 4 years I have been writing the 'Enlightened News'!

This month, I decided to redesign my website's 'Enlightened News' page to incorporate a link for all the previous 'Enlightened News' .pdf files. The files are categorized by 'Month and Year' and 'What We Talked About?'

From topics like "Awakening to Clutter Series" to "5 Ways to 'Go Green' while Organizing, the 'Enlightened News' covered a range of topics to improve your organized life, home and office.

To celebrate this addition, here are 3 quick tips that will assist you in improving your quality of life.

Life: When putting items away, remind your children and yourself, that everything (even the smallest item), needs to have a home that it can go back to after you are done using it.

Home: Make a checklist of tasks that need to be completed for a particular season to make sure everything gets completed. To generate more members for my Monthly Newsletter, I offer a FREE copy of my Spring Cleaning Checklist. If you wish to get a copy, please email me and I can email you the .pdf directly.

Office: Go through your 'To Do' paperwork, at least once a quarter, to make sure the tasks still need to be completed or are outdated and no longer necessary.

I look forward to many more years of writing tips and enlightening your life! Thank you for allowing me the opportunity to motivate you toward a more productive life. I hope you enjoy the newsletters.

Have a wonderful month!

Sabrina M. Quairoli

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Try It...Organizing

Go through your baking supplies and spices and make sure all of your supplies have not expired. There are usually expiration dates on the bottom or top of the containers. When in doubt, throw it out.

Monthly Quote

"If you ask what is the single most important key to longevity, I would have to say it is avoiding worry, stress, and tension. And if you didn't ask me, I'd still have to say it."

George Burns (1896-1996)

Source: <http://www.quotationspage.com>

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 Home Organizing

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Organizing: Need ideas to organize your space, try **Solution Consultations.** you received a 1-2 hour consultation to discuss the goals for your space as well as an emailed Solutions Report detailing your goals with photos and links on needed products. **No contract. Give this service as a Gift! Visit our website for testimonials \$200.00 Contact us**

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