



**PENNY HOLBURN COACHING**

*It's about You and Results*

## Spring Clean your Life

1 November 2016

I do realize that for those of us in the Gauteng Province, spring is long gone. Summer is well and truly here with some sweltering days already behind us, and no doubt plenty more to come. However there really is never not a good time to spring clean. Nature sheds the old, develops the new and bursts forth into full bloom from Spring into Summer. So why can't we also do that! Well we can.

So let's start spring cleaning. Instead of brooms and brushes and mops, you will need paper and pencil.

**Assess:** Just about everything in life starts with an assessment. And so does a review of your life. Write down how you spend your time each day from Monday to Sunday. It will differ each week and each month, but the idea is not to produce a 100% accurate record of your time. It is to get an idea of what you spend your time doing and how much time is spent on major activities. Ask yourself the following questions:

- \* Who do I spend time with whom I don't want to spend time with?
- \* Who do I not spend time with that I really would like to spend time with?
- \* What activities am I doing that I really can't stand and I would like to stop?
- \* What activities do I love and I would like to start doing?
- \* What or who saps my energy?
- \* What or who gives me energy?



1. **Release:** Release anything that is taking up space that you don't need. Get rid of activities that don't bring you any joy. Let go of people who just take from you. Let go of negative thoughts and the unhappiness of the past. Put whatever in your life is no longer needed in the past and keep it there
2. **Clean and Repair:** If relationships need work get working on them. If you need to go back to a hobby you loved but abandoned then do it. If you have slacked off at a job you love then stop slacking and rekindle the motivation and excitement.

3. **Dream:** Spend some time dreaming about the life you want. If you could create your perfect life in every aspect, what would it look like? What would you spend your time doing? Who would be in it? What would your days, weeks and months be filled with?
4. **Elevate:** Challenge yourself. Don't just settle for what others have told you that you can have. Push the boundaries. Dream big. Think about being and doing more than you ever thought you could do.
5. **Strategize:** Envision the life you would like to have for the next few years and start putting in place some goals to help you realize your vision. This could be a course you want to do, new friends you want to make, hobbies you want to start, a new job you want to find or career you want to start, a field you want to study. Whatever it is that you want to do, set yourself goals and with each goal set a plan to achieve it.
6. **Activate:** Now start taking action. Take three to five actions a day depending on how big the actions are and you can start making some of those dreams a reality.