

Say 'Yes' to 'No'!

Not all that long ago, I found myself – yet again – committed to helping someone out with their project. It sure seemed like a good idea at the time that I said 'yes,' but then I found myself getting angry at the amount of time I was spending on it.

I was lacking time and energy to follow through on my own stuff – my goals.

It occurred to me that by making myself available to help others with their projects, tasks and ideas, what I really was doing was helping everyone else achieve THEIR goals. As a result, my goals kept moving further down the list of things to do.

I forgot what MY priorities were.

How often do you take on things to do that you know you'll probably end up resenting the activity, the amount of time it's now taking to do, or even the person that asked you for the favor? Or worse, you begin to resent yourself for not being able to have said 'no' in the first place.

When you're unsure of what your own goals are and what's truly important to you, it's all too easy to let things into your life. However, it's important to remember that every time you say 'yes' to something or someone, you're saying 'no' elsewhere in your life.

What - or who - are you saying 'no' to?

Most likely, as I had, you're probably saying 'no' to yourself and your own stuff.

Do you know what your own goals are? Are you absolutely clear on what is important for you to achieve in the next week, the next month, the next year?

Make a list. Post it where it's easy for you to see. Get very familiar with what YOU want or need to accomplish so that the next time someone asks you to help them out with something, you're armed with valid reasons why you won't.

Say 'no' a little more often. You'll get more done.

Now, get on with your day!

Georgina Forrest, your Organizing Expert, provides office organizing services, consulting and training workshops to busy professionals. She shows them how to get calm-control of their workspace – one pile at a time. Sign up for her FREE audio course, 7 PAINLESS TIPS TO GET & STAY ORGANIZED – FOREVER! at <http://sworganizing.ca>

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