

Energy *Works* Wellnes

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There's Only So Much Time in a Day

In this newsletter we'll start to explore time. There's never enough time in a day to get everything done is there? The constant nagging of unfinished tasks is a significant source of stress for many people. Unconsciously focusing on things that we have left unfinished robs us of the joy of the moment. It can also distract us from more important things in our lives.

There are only 24 hours in a day, so, how can we make the best of that time? The first thing to do is to set aside time for things that are really important. Be very honest with yourself so that you can start build a schedule that doesn't leave you feeling overwhelmed or exhausted.

First, look at what you do to take care of your body, mind and spirit. How many

hours sleep is optimal for you? Add about half an hour for time to relax before you go to bed. How much time do you need for a fitness routine of some sort and for a stress busting activity like yoga or meditation? How much time do you typically spend preparing and eating meals? As an example we'll use a fictional character named John who likes 7 hours sleep and spends 90 minutes a day exercising and doing yoga. He eats a quick smoothie breakfast, usually has lunch out and spends a couple of hours in the evening helping his wife with dinner and getting the kids taken care of. After these basic obligations are taken care of 12.5 hours of his day are spoken for. John's workday and commute take another 9 hours leaving 3.5 hours free. What kind of time you have left?

Even with only an hour of spare time every day you can move your goals forward very quickly. Where is that free time going? Do your best to account for any time you've lost track of. What are your time wasters? See if you can't find ways to use your precious time more wisely.

If you have absolutely no spare time in your schedule take a look at where your time is being spent. Are you working too hard? Extra time spent at the office can be stressful and undermine the rest of your life. Try to balance your time so that every area of your life gets some regular attention.

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