



TINY Ways To Simplify Your Life

In this guide, we will explore small yet effective ways to simplify your life, helping you reduce clutter and focus on what truly matters. These tiny adjustments can make a significant difference in streamlining your daily routines and achieving a simpler, more mindful existence.

● *Prioritize Morning Routine*

Make mental and physical health your top priority in your morning routine to set a positive tone for the day. Instead of news, or scrolling social media, replace it with a gratitude journal, good music with coffee or listening to an audio book. Plan a physical exercise that could fit your schedule and comfort level. Brisk walk, 10 min Yoga, or a quick exercise video on youtube. Here is a Yoga routine to start with <https://www.youtube.com/@MeditationwithConnie/search?query=yoga>

● *Embrace the 80/20 Rule*

Apply the 80/20 rule to tasks, focusing 20% of your effort on activities that provide 80% of the value. What are my most important goals and priorities? For each goal ask yourself: What's the one thing I can do / such that by doing it / everything else will be easier or unnecessary?

● *Use a Capsule Wardrobe*

A Capsule Wardrobe allows you to mix and match clothing effortlessly. Here is how to do it <https://youtu.be/6Kvr7rCHk1Y?si=DozagPWtVTrg9YRk> What outfit combinations suit your style and make getting dressed easier?

● *Clean Up Your Email List*

Unsubscribe from unnecessary email lists to declutter your inbox and reduce email-related stress. Which email subscriptions no longer serve me? If you need them in the future you can always resubscribe!

● *Take Mini Breaks*

Incorporate short 5- 10 min breaks into your day to maintain focus and enhance mental well-being. Ideas: take a quick walk outside, listen to podcast with some tea, or quick 5 min meditation to reduce stress https://youtu.be/iKD-ZX_AcYU?si=dm2nmRc8PkK7kbH-

● *Implement Time Blocks*

Organize your day with time blocks for work, personal, and family time. How can you better structure your time to maintain a balanced and organized life?