

## July Newsletter

Dear Friend,

It is summer! And for me, it is a reminder that it is as important to be organized as it is to be fit. Read on for some tips on getting tuned up -- mentally and physically!

Best!  
Francesca

### Fit as a Fiddle

In thinking about this month's newsletter I decided I wanted to talk about and give some tips on what I think is an important component of being mentally organized -- getting fit. I really believe there is an important mind/body connection and when fitness meets organized, a whole new life is realized.

Being organized is as important as being and feeling fit and there are many similarities to achieving both. Both require time and attention. For both, it is harder to *reach* that way of life than to *maintain* that way of life. Both affect you mentally and physically. Both are integral to a happy, healthy life.

Being fit doesn't necessarily mean having to go to the gym five times a week; it doesn't mean you have a muscular build. Being fit doesn't mean you only eat organic or never indulge in things like ice cream and candy.

Being fit means you make time for exercise, you are conscious of what you put into your body, and are good to yourself. Being fit also means you are mentally in shape -- you have a grip on your responsibilities, and feel organized in your thoughts.

Just as getting organized can be overwhelming, becoming truly fit inside and out can be daunting. The rules to achieve both an organized and fit life are the same. They are simple: put in the time towards your goal and put in a concentrated effort. Stay focused on the goal and determined. *Be patient*: it takes time and the effort will pay off.

The tips below can hopefully help you to realize that now is the time to take charge of your life, have better control of your things and your mind, feel your best, and live your best life.

### HOW TO...Live your best life.

- SLEEP** - People overlook the importance of this. **Getting enough good sleep is directly connected to your energy level, your ability to interact with others** and do your job well, and how happy you feel. In her book *Happy for No Reason*, Marci Shimoff suggests that getting to bed at 10pm for three nights in a row can boost your happiness level. You see the world differently when you are rested and fresh.
- MOVE** - Choose healthier options when going to work or while at work. **Take the stairs and not the elevator or escalator.** (And if you are on the 10th floor, challenge yourself to walk them three times a week). Park your car a distance from the front door at work. Take a walk around the neighborhood when you get home from work. The more you move, the healthier you will feel. It helps not only physically but mentally it helps to clear your mind.
- EAT** - These days, more and more food manufacturers are getting on the ball and making foods healthier by not including trans fat. This alone isn't the only thing for which we need to be careful. **Your diet should have balance** and to achieve it you need to do two things: 1. read the packages of the foods you are buying. Look out for foods with high saturated and total fat, high sodium, and high calories. There are alternatives. 2. eat enough throughout the day so you aren't left starving and eating anything in site by the end of the day. Have healthy snacks options that are low in fat, high in fiber. Choose lean proteins. Eat 5 times a day. Foods you might munch on during the day -- a handful of almonds, fruit, yogurt, granola bar. Feed your body properly and it will "feed" you.
- ORGANIZE** - Don't look at your whole house or your whole office and try to do it all at once. You'll get nowhere fast. **Pick a room or an area that is particularly annoying or causes you the most stress. Each day take 10 minutes - just 10 - and go to that space and throw away as many items as you can** put your hands on that you don't like, use, need. Donate or throw these items away. Pat yourself on the back and do the same thing the next day. Once you are left with the things in that space that you like, use, need, inform your life in a positive way you will more easily be able to find a home for them. Question things that come into your space and don't let things in that you don't like or won't use. Be honest with yourself. It will save you a ton of time and frustration in the future.
- SHAPE UP** - Join a gym or facility that offers you the opportunity to meet with a trainer, take a yoga class or meditation class. These are the kinds of things that help shape you (no pun intended). Seeing and feeling the difference in your physical and mental well-being will be the reward. **Schedule time to get in shape - honor yourself by going at least three times a week.** Yoga and other forms of relaxation will calm your mind and rejuvenate you.
- START NOW** - Don't wait until January or Monday or the first of the month to be fit. Start today. It does take time; but every little thing you do counts; every effort you make matters.

### Quick Tip

Drink a glass of water with your breakfast. It will fill you up and make you less likely to snack on the donuts someone brought into work.

Keep hydrated throughout the day. Drink plenty of water!

**ABOUT VERRI ORGANIZED?**

Francesca Verri Gove is a professional organizer and coach and owner of *verri organized*. Having a knack for making order out of chaos, and a passion for creating workable systems to improve efficiency, Francesca sees a great need for her talent and services among mothers, businesses, home owners and children.

A former assistant dean for administration at a college outside of Boston, Francesca has spoken to mothers, college students and businesses on how to get and stay organized, and has coached professors, professionals, home owners and doctors on how to experience life in a lighter way by getting verri organized.

Francesca believes life should be "light", and in order to experience it in that way, we need to look at what we "have", assess our "systems", and believe in our own ability to become verri organized.

For more information about verri organized and the services it provides, please visit [www.verriorganized.com](http://www.verriorganized.com), or call 978-337-3614.