FOR THE SPIRIT GOD GAVE US... GIVES US SELF DISCIPLINE. 2 TIMOTHY 1:7

THE DISCIPLINED Homemaker



WORKBOOK

BY MELISSA RINGSTAFF

END USER LICENSE AGREEMENT

PERSONAL USE ONLY. By downloading this file, you agree that you are using this file for personal use only. You may not copy, reproduce, alter, modify, create derivative works, or publicly display any part of this file except for your own personal use.

You may post pictures of you or your family using this product on your blog or online, provided that you include a link back to http://www.avirtuouswoman.org and give proper credit to Melissa Ringstaff and A Virtuous Woman.

You may not redistribute or sell this file in printed or digital form, in whole or in part, for any reason. And furthermore, this file may not be used for commercial purposes.

YOU ARE WELCOME TO:

Save the files on your computer and print off copies for yourself. You may send this file to a printer {such as Office Depot} to be printed for your personal use only.

Link directly to my site, A Virtuous Woman at http://www.avirtuouswoman.org to share this file with others. Write blog posts using pictures of how you use this file in yourdaily life.

YOU MAY NOT:

Host this file on your own or other website/blog. Alter or sell this file. Sell this file to make a profit. Distribute to share with others.

If you have any questions, feel free to contact Melissa Ringstaff at: melissaringstaff@avirtuouswoman.org.

LESSON ONE: WHAT IS YOUR WHY?

WHY DO I WANT TO BE A DISCIPLINED HOMEMAKER?

WHAT DOES HOME MEAN TO ME?



WASH THE DISHES & CLEAN THE SINK

The task for today's lesson is to go to bed with all the dishes done and a clean sink. I don't want you to feel overwhelmed, so commit to cleaning the dishes and sink and don't worry about any other mess in your kitchen other than those two areas.

Here I've listed the complete steps for tidying your kitchen at the end of the day. END OF DAY ROUTINE

1. Tidy up by returning any items out of order back to their place.

2. Place dishes in dishwasher if using one.

3. Hand wash dishes, pots and pans as required.

4. Wipe down counter tops, back splash, table, stove, and inside microwave.

5. Scrub sink until it is shining and return dried, hand washed dishes where they belong.

6. Sweep the floor.

7. Rinse out sponges, dishrags, or brushes with hot sudsy water using a little bleach to disinfect. Hang to dry.

8. Replace used rags, towels, sponges, and brushes with fresh ones for the next day.

DISHES ARE DONE

SINK IS DONE



LESSON TWO: MAKING YOUR BED

Good habits begin with little steps. Making your bed may seem pointless or a waste of time, but trust the process! By making your bed you are setting the tone for the rest of the day. You're saying, today I will do what I need to do.

If you have children, help them make their beds or instruct them to make their beds when they wake up.

Here I've listed the complete steps to a properly mads bed. However, if you are rushed remember: done is better than perfect. Pull up the covers, smooth them out, and fluff the pillows. Easy!

HOW TO MAKE THE BED

- 1. Smooth fitted sheet of any wrinkles.
- 2. Pull flat sheet up and smooth wrinkles.
- 3. Pull up blanket and/or bedspread.

4. For bedspread, place the pillow at the head of the bed and pull spread over the pillow tucking the excess underneath the pillow.

5. For comforter, turn down the top of the comforter as well as the top of the flat sheet and place pillow at head of the bed.

6. Smooth any wrinkles.

BEDS MADE

KITCHEN DONE



LESSON THREE: CREATING GOOD HABITS

THREE WAYS TO CREATE GOOD HABITS:

1.	
2	
<u> </u>	
2	
J	

HABITS I WANT TO CHANGE:

PRAY ABOUT IT:

LESSON FOUR: WHY DO WE WORSHIP GOD?

God is worthy of our worship because He is our Creator. He made you. Have you ever wondered why God created you? He wanted a friend. He created you because he loves you. The Bible tells us that God knew you before you were ever formed in your mother's womb.

Psalm 139:13-14 says, "For You formed my inward parts; You covered me in my mother's womb. I will praise You, for I am fearfully and wonderfully made; Marvelous are Your works, And that my soul knows very well."

One of the greatest lessons I ever learned was that no matter how wretched I think I am, how much I mess things up, or how much I wish I could change, God's grace is much bigger than I.

In the beginning we are told of God's beautiful creation. We read in Genesis that God spoke and a world was born. He looked around and saw that everything was good.

Everything He formed had His mark of love.

God was not content with simply creating a beautiful world full of living things. He wanted more than that. He wanted you and I. And so on the sixth day of His work, God fashioned a man. He created that man, Adam, in His own image – that man might have His likeness.

He created that man to be His friend. He wanted to have a relationship with him. He wants a relationship with YOU.



MORNING WORSHIP TIME

JOHN 4:19

JEREMIAH 31:3

A SIMPLE MORNING WORSHIP

When developing a new habit, we want to make it as simple as possible! Your morning worship time can be as simple as you need it to be. As time goes on and morning worship becomes a habit, you can build on it!

Read a Bible verse.
Say a prayer.

MORNING WORSHIP

BEDS MADE

KITCHEN DONE



LESSON FIVE: THE UNSEEN WORK OF MY HANDS

Homemaking, as we all know, definitely involves a good deal of housekeeping. The work never ends – from laundry that piles up daily, to dishes that fill the sink, to all the clutter and stuff that can fill our homes, homemaking can be exhausting.

But don't think that these tasks are not important. Creating a space that feels like home means that you work to create a space that is comfortable to live in. Comfort is perhaps subjective – some people are only comfortable in a space that is very neat, while others are okay with some clutter.

I would like to suggest though that a neat space, not perfect, is important to everyone whether they admit to it or not.

Studies have shown that children who live in a neat home do better in school and are more successful overall. The child who grows up in a home that is tidy, has basic schedules and routines set in place, knows what to expect, eats regular meals three times a day is more likely to be organized, do well in school, and feel secure in their environment.

Homemaking is important! Never think that **the unseen work of your hands** is of little impact. Every time you serve your family by cooking a meal, cleaning a room, or doing the laundry you are nurturing your family's mental and physical well being.

And remember, just like the lunch packed for a boy, God can and will use your efforts for His glory.



THE UNSEEN WORK OF MY HANDS

Whether man ever acknowledges your faithful work at home, God sees you. He knows the work you do and while it is always nice when someone thanks us for a job well done or notices how hard we worked, ultimately it's the Lord that we serve.

GENESIS 16:13

ASK GOD TO GIVE YOU A SERVANT'S HEART

LESSON SIX: LITTLE HABITS

It's the little habits that we add to our day that make the most impact. What do I mean? One of my focused goals this year has been to get in shape. So I've added little healthy habits to my normal routine.

For instance, every time I brush my teeth I do 25 leg squats. Which adds up to 50 leg squats a day. Do I have amazing muscled legs? Not yet but they are getting more defined. I've been doing this little habit for a few months now.

Another little habit I began a few weeks ago is lifting weight. I take roughly five minutes before I get in bed to lift 30 pound weight in a variety of arm movements for roughly 100 reps. My arms are slowly building muscle and getting toned.

What are some other ideas for little habits you can implement in your life?

- After I eat breakfast, I will text my mom.
- When I lay down to go to sleep I will think of one thing to be thankful for.
- When we sit down for a family meal, I will read one verse from the Bible out loud.
- Before I leave the house, I will give everyone a hug and say I love you.

What is one little habit you can add to you normal routine today?



LESSON SEVEN: HOW TO CLEAN WHEN YOU FEEL OVERWHELMED

1. CHOOSE AN AREA TO CLEAN.

Start with one area and stick with the task until it's done. It's easy to get sidetracked when you're carrying things from room to room to put them away.

So to avoid that problem, grab two or three laundry baskets. One laundry basket will be for things that need to go into another room or be put away somewhere else. Use the other laundry baskets however you see fit depending on your needs for cleaning. You could use a laundry basket or even a box for decluttering items that are no longer needed.

2. BREAK THE SPACE DOWN INTO MANAGEABLE TASKS.

In order to clean a space that is really messy you need to mentally divide the space down into manageable tasks. So, for instance, let's look at a messy living room:

- the couch is covered in clean laundry that needs to be folded
- toys litter the floor
- there's plastic bags from Wal-mart and empty packages that never got thrown away
- dvds were pulled out from under the television by your three year old
- there are dirty dishes on the coffee table
- throw pillows are no longer on the couch because the kids had a pillow fight
- three of your kids left their shoes scattered around the room
- junk mail is half on the end table and half on the floor
- the kids homeschool books are scattered around the room
- crayons are on the coffee table
- cheerios are spilled on the floor

LESSON SEVEN: HOW TO CLEAN WHEN YOU FEEL OVERWHELMED

So, you could break this area down like this:

- fold the laundry and put it away
- take the dirty dishes to the kitchen
- throw away all the trash in the room
- clean off the coffee table
- put away the DVDs
- throw the junk mail away or sort it for later
- put away the blankets and books
- put the wooden blocks in their container
- put away the toys, vacuum, and fluff the throw pillows on the couch

You see how we're looking to put like items away at the same time? It's easier for your mind to process, "I'll put the laundry away." It's a lot harder to say to yourself, "I'm going to clean up this ginormous mess!"

Narrow your focus onto one thing at a time. Get that done and move on to the next.

3. TIDY UP AS QUICKLY AS POSSIBLE.

In her book, Having a Martha House the Mary Way, Sarah Mae says there are two types of housekeepers – butterflies and tornadoes. I would bet that most of us who struggle with keeping a neat space are butterflies instead of tornadoes!

Butterflies flit around the room, do a little here and a little here... and get distracted over there. Focus on the task at hand and work as quickly as you can to get it done. If you don't know how to clean when you feel overwhelmed, this one trick will make it a lot easier!

HOW TO CLEAN WHEN YOU'RE OVERWHELMED

4. GET RID OF CLUTTER.

Clutter always makes it harder to clean. There are two types of clutter:

- 1. Things you don't need.
- 2. Things you do need.

And you probably need a lot less than you think you do! Things you don't need would include trash, broken stuff, old clothes, old toys, duplicates, etc.

Clutter that you need should find a permanent place to live in your house. This is the hard part. It requires decision making. So often clutter lives in our home because we fail to make a decision. Ask yourself a few questions and force yourself to make a decision.

- Do I really need this item?
- Can I make do with something else?
- What place in my home is the logical place for me to store this item?
- Do I need to get rid of other things so that this item can live here?

5. CLEAN, DUST, AND POLISH.

Once you've put away all the things and you've found a place for all of the clutter, it's time to actually clean your room. I like to clean top to bottom.

- 1. So, dust and polish the furniture first.
- 2. Wash light fixtures, walls, baseboards if needed.
- 3. Fluff the furniture, pillows, and blankets.
- 4. Vacuum or sweep the floors.

LESSON EIGHT: HOW TO STAY MOTIVATED

Housekeeping really is a never ending process – clean, mess up, clean, mess up. And sometimes – especially when you have young children still at home, the messing up part happens faster than you feel like you can clean up.

We know that the Proverbs 31 Woman looks well to the ways of her household. I don't believe that God assigned household chores to us women to ruin our lives. Homemaking should bring us a sense of peace and joy.

But it's hard to find that peace and joy in homemaking when life feels chaotic.

FOUR WAYS TO STAY MOTIVATED AT HOME

1. Simplify your home and get rid of excess stuff.

2. Make your home pretty. I know, most of us are on tight budgets these days. But making your home pretty doesn't have to cost a lot.

3. Set aside time each week for you. Whatever it is that brings you joy, make time for it.

4. Read edifying and inspiring books. Of course, the BEST book to read to help you feel inspired in your ministry at home is the Bible. But reading books on homemaking, mothering, DIY, and more can help give your spirit a little boost when you need it.

BEDS MADE

MORNING WORSHIP TIME



KITCHEN DONE

HOW TO STAY MOTIVATED AT HOME

STAYING MOTIVATED IS IMPORTANT.

WHAT MOTIVATES ME OR BRINGS ME JOY?

I WILL REWARD MYSELF HOW?

LESSON NINE: GIVING YOURSELF GRACE

LORD I'M THANKFUL FOR YOUR GRACE. I GIVE MY REGRETS AND FAILURES TO YOU TODAY...

LESSON TEN: ROUTINES VS. SCHEDULES

I can't say enough about how much I love mundane routine. I love knowing when I wake up in the morning that I will cook breakfast, sit down to write, work on school with the kids, make lunch, work on A Virtuous Woman, clean the house, make supper, spend some time with my family, and get ready for bed.

I crave that kind of routine. I need that kind of routine. But are routines really important?

Routines give your day a sense of rhythm and help you and your children to feel secure. Knowing what to expect at any given time on any given day gives us a sense of well-being. Children, especially, thrive on a basic routine. Living a chaotic, sporadic life will prove exhausting over time and falling into a daily routine at home can offset the chaos of outside life.

But more than that, routines help you organize your time so that household tasks have a place in your life on a regular basis. Whether it's the daily mealtimes, or when you mop your floors on Monday afternoon, or what time you sit down to read to your kids, routines give our lives balance.

Depending on how each day looks in your home, a schedule {hour by hour or in 30 minute increments} may benefit you. Families who have set times for work, school, play often do better with a schedule. For instance, if your husband comes home from work at the same time each day and you have set days for running errands or going to the playground you may find it easier to stick to a schedule.

My husband is a pastor. His hours are varied every day. Some days he's home a lot. Other days I hardly see him. Most of the time I don't know if he'll be home when we eat. We have a large family and lots of things going on each week but most days are different. It's hard to keep a schedule when life looks like that! So that's why for my family in this season, a basic routine works best.

WHICH ONE WORKS BETTER FOR YOUR FAMILY? ROUTINES VS. SCHEDULES

ANSWER THE QUESTIONS BELOW TO FIND OUT

IF YOU ANSWER MOSTLY A - YOU ARE A PROBABLY A SCHEDULE FAMILY. IF YOU ANSWER MOSTLY B - YOU A PROBABLY A ROUTINE FAMILY.

a. Does your family wake up and go to bed at the same time every day?b. Or do you like to wake up when you feel like it?

a. Do you or your husband have a set schedule at work - same hours each day and arrives home at the same time each evening?b. Does you or your husband have a flexible schedule - perhaps working from home or working hourly shifts that are subject to change?

a. Do you eat your meals at the same time every day?

b. Do you eat your meals around the same time each day but only if you feel like it?

a. Do your daily activities look the same day in and day out?b. Do your weekly activities look the same, but each day is different?

WHAT ARE SOME SIMPLE ROUTINES YOU ALREADY HAVE ESTABLISHED?

MORNING

MORNING

EVENING



LESSON ELEVEN: CREATING A MORNING ROUTINE

Depending on what time of the morning you wake up and what your schedule is like, you may have time for a few pleasant rituals or you may need to focus on getting things done. Here are a few ideas that you might want to add to your morning routine.

IDEAS FOR CREATING A MORNING RITUAL

- 1. Morning worship
- 2. Sip herbal tea or lemon water
- 3. Take shower and get dressed
- 4. Eat breakfast
- 5. Go for a walk
- 6. Stretch
- 7. Plan your day

MY IDEAL MORNING RITUAL

LESSON TWELVE: HOW TO PLAN YOUR DAY

Planning your day doesn't have to take very long.

Since we are streamlining our morning routine and slowly building in new habits as time goes on, let's make this as quick and painless as possible.

After you have made your bed, you can spend a few minutes thinking about your day and what you need to accomplish.

HOW TO PLAN YOUR DAY

- 1. Take a few minutes and think about your day.
- 2. Write down your most important task for the day.
- 3. Make a list of three things you'd like to accomplish.
- 4. Ask God to help you use your time wisely.

TIP: Complete your most difficult task early in the day. For me, making phone calls is something I hate. I'm a true introvert. I hate making phone calls! So, making it a priority to get phone calls out of the way early in the day means I remove that stress from my heart and mind and can go on with my day feeling accomplished.

BEDS MADE

PLAN YOUR DAY



LESSON THIRTEEN: THE BROKEN WINDOW EFFECT

THE BROKEN WINDOW EFFECT

So there's this theory called The Broken Window Effect. This theory is a criminological theory of the how neighborhoods deteriorate into vandalism and anti-social behavior.

From Wikipedia:

The theory states that maintaining and monitoring urban environments to prevent small crimes such as vandalism, public drinking and toll-jumping helps to create an atmosphere of order and lawfulness, thereby preventing more serious crimes from happening.

So, what does this have to do with clutter in your house?

Well, basically, we all have "hot spots" in our homes that just seem to collect clutter. For some of us.... every surface may be fair game for clutter and others may notice that the kitchen counter, the dining room table are the primary targets for clutter.

So, let's say you do a good job of getting rid of all the clutter on your dining room table and you can finally sit down for a meal with your family. It stays clean and clear of clutter for ... two days.

And then someone discards the mail on the table. And then another family member {seeing that the surface already has some clutter} mindlessly sets down a book.

THE BROKEN WINDOW EFFECT

Then you walk by with your arms full of laundry and you think, "I'll be right back to get this put away," but you forget or get busy and it doesn't get done. Now, within less than 24 hours you have a pile of clutter that, if left unchecked will grow even larger tomorrow.

The Broken Window Effect basically means that once a window in a neighborhood is broken – it breeds more broken windows, more decline in the neighborhood until the whole area is full of broken windows, graffiti, and crime.

In the example I used above, the first family member to set the mail down on the table "broke the window." Now everyone else feels {subconsciously} that they have "permission" to add to the "broken windows."

HOW TO BREAK THE HABIT

You can't change everyone in your home overnight. But you can begin to train yourself and your family to follow this simple rule:

Don't set it down, put it away.

BEDS MADE

PLAN YOUR DAY





LESSON FOURTEEN: GOOD HABITS VS. BAD HABITS

BAD HABIT

REPLACE WITH GOOD HABIT

BAD HABIT

REPLACE WITH GOOD HABIT

BAD HABIT

REPLACE WITH GOOD HABIT



THE ONE MINUTE RULE

40 TASKS YOU CAN DO IN ONE MINUTE

- rinse a dish
- put away your shoes
- hang up your coat
- sort through the days mail
- replace the toilet paper
- make your bed
- put your dirty laundry in the hamper
- start a load of clothes in the wash
- load the dishwasher
- wipe off the table
- water your plants
- empty a trash can
- wipe down the bathroom sink
- close a drawer or cupboard door
- sweep the porch
- fluff the pillows on the couch
- straighten the coffee table
- clear a kitchen counter
- put away something in the other room
- throw out old food from the fridge
- wipe down a shelf in the fridge

- wipe up a spill when it happens
- put away clean clothes
- clean out your purse
- hang up your towel after showering
- dust your tv screen
- dust the cobwebs
- clean a mirror
- replace a burned out light bulb
- clean the stove top
- make the kitchen sink shine
- change out the bathroom towels
- check your planner
- clean a toilet
- put away clean clothes
- turn on your essential oil diffuser
- light some candles
- sweep the kitchen
- wash a pot as soon as your done cooking in it
- spray shower with daily shower spray



LESSON FIFTEEN: HOW DO I SPEND MY TIME?

HOW DO YOU SPEND YOUR TIME?

1 Corinthians 14:40 says, "Let all things be done decently and in order."

How do you spend your time as a homemaker? You can be exhausted at the end of the day and still feel like you accomplished very little. You can be exhausted at the end of the day from doing way too much. If you feel like you're tired all of the time, you may not be managing your time very well.

If you aren't sure how you are spending your time, it can be helpful to write down everything you do during the day for a few days and analyze where you could make changes.

Maybe you don't realize you're spending two hours a day on your phone. Or maybe you will find that you spend too much time cooking and it might be helpful to plan easier meals for your growing family.

if you are prone to procrastinating and putting off your tasks or chores until it's absolutely necessary to get them done then you may think that certain chores take way longer to complete than they really do.

Ρ

		MORNING WORSH
--	--	---------------

BEDS MADE

PLAN YOUR DAY

DISHES ARE DONE



HOW DO I SPEND MY TIME?

PROVERBS 31:13

WHAT DO I SPEND MY TIME DOING THAT DISTRACTS ME FROM MY GOALS?

HOW WILL I SET BOUNDARIES FOR MYSELF TO BREAK THOSE BAD HABITS?



LESSON SIXTEEN: HOW AM I DOING?

If you are overworked and exhausted you are more likely to drag through your day, snap at your children, and get less done overall.

Finding joy in the little things and finding moments to laugh are crucial to being an effective homemaker.

Never underestimate the importance of laughing and playing with your kids. The fun memories you make playing with your children will last a lifetime. Schedule a movie or game night into your planner, take time to visit a park or museum, find ways to schedule that fun!

PROGRESS REPORT: HOW AM I DOING?

HOW AM I DOING?

WHAT HAS BEEN HARD?

HOW CAN I REWARD MYSELF TODAY FOR STICKING WITH IT?

MORNING WORSHIP	PLAN YOUR DAY	
BEDS MADE	KITCHEN DONE	

©2018 AVIRTUOUSWOMAN.ORG. FOR PERSONAL USE ONLY. NOT FOR REDISTRIBUTION. ALL RIGHTS RESERVED.

LESSON SEVENTEEN: MAINTAINING YOUR HOME

Should you really have to clean every day/week?

Have you ever had something like this go through your mind:

- But I just cleaned the bathroom last week!
- Ugh, I just cleaned the kitchen.
- I just mopped like, last Monday. There's no way the floor could possibly need to be mopped again this week.
- The reason it resonated with me is because I could relate.

That's the problem with homemaking {housekeeping}. It is a never ending job. And so often it feels like drudgery. But should it feel like drudgery?

I'm not judging anyone here. I often feel like housework is drudgery. I like the fun stuff – like decorating and cooking and taking care of the pets.

Maybe your list of fun chores is different. That's okay. The key to maintaining a clean house is just that – maintenance.

main·te·nance 'mānt(ə)nəns, 'māntn-əns/ noun: maintenance the process of maintaining or preserving someone or something, or the state of being maintained.

Houses don't clean themselves. If you want a clean or relatively neat home most of the time, you will have to spend time maintaining your clean house. In other words, don't wait until the house is a disaster to clean it.

Spend time each day straightening, cleaning, and de-cluttering.

MAINTAINING YOUR HOME

Now, obviously, not all days {or weeks even} go the way you plan. Some weeks are totally crazy and you'll have to spend a day getting the house back in order. But that's life.

Okay, back to the attitude thing. I don't have an easy answer for you if you struggle with your attitude toward cleaning. I have two suggestions:

- Pray about it each day.
- Read books or magazine or blogs that inspire you to get busy.

Maintenance is the key to happy homemaking. Remember, a mixing bowl only takes seconds to wash if you do it as soon as the batter is in the baking dish. A floor is easier mop if there isn't several weeks of crusted dried food and grime stuck it. The table top is easier to clean if you do it everyday and keep the clutter from piling up.

Your family deserves a neat home. Notice I did not say perfect. You minister to your family every time you perform an act of service at home whether it be swishing the toilet, cooking a meal, washing the dishes or laundry, dusting, or lighting a candle.

MORNING WORSHIP
BEDS MADE
PLAN YOUR DAY
DISHES ARE DONE



LESSON EIGHTEEN: LAUNDRY

Laundry. I don't know about you, but laundry often feels like the bane of my existence. Mismatched sock? Please. I was so happy when my girls decided that the latest fashion was to wear socks that were different colors!

Okay, so there are ways to make the work of keeping up with the laundry easier on your schedule and mental health. Here are a few tips:

- Incorporate washing a load of laundry into your morning or evening routine.
- Be sure to complete the task you start wash, fold, and put away.
- Teach your children to place dirty clothes into a basket or hamper as soon as they take them off.
- Teach your family members to fold their socks together so that they go into the washing machine at the same time. Just be sure to un-fold them before you throw them in.
- Treat stains immediately—or as soon as possible. Also, check to be sure stains were removed before you put the clothes into the dryer to prevent stains from becoming set.
- Separate laundry according to color and weight of fabric. Colors: whites, lights or brights, and darks. Weights: Jeans and heavy fabrics, delicate fabrics, etc.
- Don't over-stuff the washing machine. Clothes need adequate space to move around to get clean.



LESSON NINETEEN: SUNDAY PREPPING

Planning your week on Sunday can help ensure that you're making the most of your time. Not only can you schedule items from your to-do list around important appointments and events, but you can ensure the most important things get done and that your priorities are met.

Sunday is the day that works best for me. I usually sit down sometime on Sunday afternoon to make plans for the week and work on prepping for the coming week. However, if another day works best for you, that's okay! Just try to make your planning time consistent.

PRAY OVER YOUR PLANS BEFORE YOU BEGIN

We will always be more successful if we begin with prayer. Amen?

Spend a few moments asking God to guide you in your planning so that His will is done in your life. Also acknowledge that whatever plans you might make, He is the one in control.

"Commit to the LORD whatever you do, and he will establish your plans." Proverbs 16:3

CREATE A TO DO LIST FOR THE WEEK

Sit down on Sunday and make a list of those things you need to get done during the week. Once you have your to-do list ready, go back and prioritize each item.

There are some items that will be more important than others. For example, stopping to pay the gas bill would be more important than checking the sale items at the craft store when you are running errands.

LESSON NINETEEN: SUNDAY PREPPING

CHECK YOUR CALENDAR

After prioritizing your list, you want to check your calendar for any appointments and events that are already scheduled that week.

TIP: If I'm at the doctor's office and we schedule a follow up appointment, I write the appointment into my Google calendar so as I plan my week, I know what appointments we have and other events that are scheduled. This also allows you to plug in your to-do list where it makes sense. For example, if you have a doctor's appointment across town, you can schedule to stop by the nearby grocery store on the way home.

MEAL PLANNING

I like to plan my menu for the week on Sunday afternoon while I'm making other plans. Menu planning is one of the biggest helps to my poor brain each day! This is when I pull out my favorite cookbooks, check out recipes on Pinterest, and think about what's in the pantry that needs to be eaten before it goes bad.

Think about busy days you have coming and plan for freezer meals of easy crock pot meals on those days! Also, don't forget to utilize easy to prepare foods like frozen vegetables into your meal planning.



LESSON NINETEEN: MEAL PREPPING

PREPPING MEALS

Sunday afternoon is also a great way to get ahead on meal prep. By prepping ahead, you'll feel less stress in the morning or evenings when time is tight. In order for this to work, you will need to have already done your grocery shopping.

Prepping meals and snacks on Sunday can also help keep your healthy goals and/ or lose weight. By preparing healthy snacks and meal starters ahead of time you'll be less likely to eat junk food. Be sure to label your prepared meals.

Here are a few ideas of ways to prep meals on Sunday:

- chop vegetables and find ingredient overlaps in your planned recipes
- prepare mason jars with overnight oatmeal
- place smoothie ingredients in baggies for healthy breakfasts
- pre-cook pasta
- prepare casseroles, wrap in aluminum foil and refrigerate or freeze
- prepare breakfast burritos or sandwiches for the freezer
- chop and prepare salads for the week
- boil eggs and/ or make egg salad for sandwiches
- portion out healthy snacks
- bake muffins and any desserts you plan to have during the week



LESSON TWENTY: DETERMINING YOUR PRIORITIES

Remember back in school when your teacher had you create an outline before you wrote that essay? Outlines are great and can be used for more than just writing essays or short stories.

Now, you don't have to write an outline, but for my example I'm going to share with you an example of what my goals might look like based on my priorities.

GOAL #1: Spend time each morning in prayer.

Steps I need to take to reach my goal:

- Wake up each morning consistently at 6:00 am.
- Set my alarm clock across the room so I have to get up and turn it off.
- Create a space in my house dedicated to my prayer and study time.
- Comfortable chair.
- Blanket.
- Basket with my Bible, devotion book, journal, and pen.
- A scented candle
- Explain to my husband that I want to spend 30 minutes in quiet time each morning so he's not tempted to interrupt.

I have set the Lord always before me; because he is at my right hand, I shall not be shaken. Therefore my heart is glad, and my whole being rejoices; my flesh also dwells secure. For you will not abandon my soul to Sheol, or let your holy one see corruption. You make known to me the path of life; in your presence there is fullness of joy; at your right hand are pleasures forevermore.

Psalm 16:8-11

Use this worksheet to determine what your top priorities really look like and actionable steps to reach your goals.

PRIORITY: MY TIME WITH GOD

GOAL: _____

STEPS I NEED TO TAKE TO REACH MY GOAL:

In order to create a habit, I need to practice reaching my goal for a minimum of 28 days.

Use this worksheet to determine what your top priorities really look like and actionable steps to reach your goals.

PRIORITY: MY MARRIAGE

GOAL: _____

STEPS I NEED TO TAKE TO REACH MY GOAL:

In order to create a habit, I need to practice reaching my goal for a minimum of 28 days.

Use this worksheet to determine what your top priorities really look like and actionable steps to reach your goals.

PRIORITY: MY CHILDREN

GOAL: _____

STEPS I NEED TO TAKE TO REACH MY GOAL:

In order to create a habit, I need to practice reaching my goal for a minimum of 28 days.

Use this worksheet to determine what your top priorities really look like and actionable steps to reach your goals.

PRIORITY: MY RELATIONSHIPS

GOAL: _____

STEPS I NEED TO TAKE TO REACH MY GOAL:

In order to create a habit, I need to practice reaching my goal for a minimum of 28 days.

Use this worksheet to determine what your top priorities really look like and actionable steps to reach your goals.

PRIORITY: MY COMMUNITY

GOAL: _____

STEPS I NEED TO TAKE TO REACH MY GOAL:

In order to create a habit, I need to practice reaching my goal for a minimum of 28 days.

Use this worksheet to determine what your top priorities really look like and actionable steps to reach your goals.

PRIORITY: MY CHURCH & MINISTRY

GOAL: _____

STEPS I NEED TO TAKE TO REACH MY GOAL:

In order to create a habit, I need to practice reaching my goal for a minimum of 28 days.

Use this worksheet to determine what your top priorities really look like and actionable steps to reach your goals.

PRIORITY: MY WORK

GOAL: _____

STEPS I NEED TO TAKE TO REACH MY GOAL:

In order to create a habit, I need to practice reaching my goal for a minimum of 28 days.

Use this worksheet to determine what your top priorities really look like and actionable steps to reach your goals.

PRIORITY:

GOAL:

STEPS I NEED TO TAKE TO REACH MY GOAL:

In order to create a habit, I need to practice reaching my goal for a minimum of 28 days.

LESSON TWENTY ONE: LESS IS MORE

"I wish I'd had more had more stuff, more things, and more money," said no one ever as they breathed their last breath.

No, most people thinking back on their life will have wished they'd spent more moments living life to the fullest and loving their family more.

So much time is spent buying, organizing, cleaning, moving, carrying stuff. Things. Material possessions that have no eternal value. What do you want more of?

I have said to my husband many times in recent months that I want less stuff and more life. You know, real living – the good stuff, like adventures in the mountains, travels around the country, laughter and games with my kids.

How much of my time is spent moving, shifting, dusting, cleaning, washing, moving, organizing, re-organizing, stuff? It's probably shameful. Is that how God wants me to spend my time?

Jesus said, "Where your treasure is, there will your heart be also." Matthew 6:21



LESS IS MORE

IF I HAVE LESS STUFF I COULD HAVE MORE ...

LESSON TWENTY TWO: HOW TO DECLUTTER

HOW TO CUT DOWN ON CLUTTER

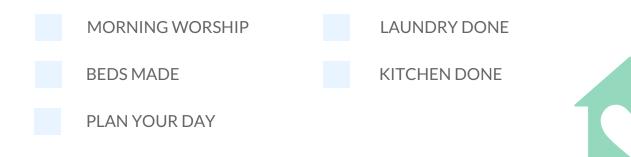
1. Purge. Get rid of the excess stuff in your home.

2. Shop less. Just don't bring more stuff into your home. When you do make a purchase really decide if the new thing is going to make your life better or just add to the clutter.

3. Own less. When you do bring a new thing into your already full life, realize that something else will need to go in order to make room for the new thing.

AS YOU GO THROUGH YOUR THINGS, ASK YOURSELF THESE QUESTIONS

- Do I need this?
- Is there something else I could use in it's place?
- Do I own another one? Do I really need two or more?
- Is this item stealing my joy by creating clutter in my life?
- Could someone else use this item more than me?
- Has this item served it's purpose and needs to be thrown out?
- Does this item have a home? Where does it go?



LESSON TWENTY THREE: KEEP CLUTTER AWAY

We live in a consumer world. Every where we go we see advertisements enticing us to spend money on new things. We're so used to having what we want, when we want it and today's youth really struggle with doing without. This generation of parents has encouraged this behavior by giving so many "things" to our children when what children are really desperate for is love, guidance, and boundaries.

We need to learn temperance in all things.

Temperance: n. moderation and self-restraint

"But the fruit of the Spirit is love, joy, peace, longsuffering, gentleness, goodness, faith, Meekness, temperance: against such there is no law. And they that are Christ's have crucified the flesh with the affections and lusts. If we live in the Spirit, let us also walk in the Spirit." Galatians 5:22-25 KJV

Think about which area of your life is most lacking in self-restraint. Do you shop way too much? Do you indulge in too much television when you should be doing the dishes? Has a lack of self-control contributed to your clutter problem?



LESSON TWENTY THREE: KEEP CLUTTER AWAY

We live in a consumer world. Every where we go we see advertisements enticing us to spend money on new things. We're so used to having what we want, when we want it and today's youth really struggle with doing without. This generation of parents has encouraged this behavior by giving so many "things" to our children when what children are really desperate for is love, guidance, and boundaries.

We need to learn temperance in all things.

Temperance: n. moderation and self-restraint

"But the fruit of the Spirit is love, joy, peace, longsuffering, gentleness, goodness, faith, Meekness, temperance: against such there is no law. And they that are Christ's have crucified the flesh with the affections and lusts. If we live in the Spirit, let us also walk in the Spirit." Galatians 5:22-25 KJV

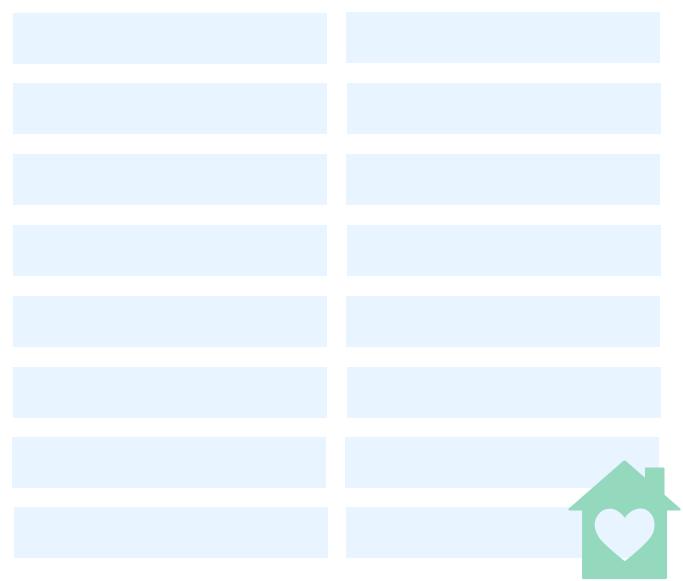
Think about which area of your life is most lacking in self-restraint. Do you shop way too much? Do you indulge in too much television when you should be doing the dishes? Has a lack of self-control contributed to your clutter problem?



LESSON TWENTY FOUR: SIMPLIFY YOUR DAY

Simplifying your day really begins with understanding what activities, events, church meetings, and commitments you and your family have that need to be included in your daily routines.

First, determine your normal activities. Second, see what you can cut. Third, add those commitments to your weekly routines. Fourth, add other responsibilities like chores into your routine.



OUR WEEKLY ACTIVITIES & COMMITMENTS

CREATING YOUR ROUTINES

Adding your activities and commitments to your routine. Where do they go? List the day of the week, time, and commitment under the appropriate routine.

MORNING ROUTINE AFTERNOON ROUTINE EVENING ROUTINE MORNING WORSHIP LAUNDRY DONE **KITCHEN DONE BEDS MADE** PLAN YOUR DAY

LESSON TWENTY FIVE

WHAT DOES MY CURRENT EVENING ROUTINE LOOK LIKE?

WHAT CAN I DO IN THE EVENING TO MAKE MY MORNING EASIER?

1	 	 	
2	 	 	
3	 	 	
4	 	 	
5	 	 	



LESSON TWENTY SIX: BLOCK SCHEDULE

WHAT IS A BLOCK SCHEDULE?

A block schedule is really just a way of organizing your activities and commitments into routines through out the day. Basically, you will organize your day into blocks of time and within those blocks of times you have routines.

HOW DOES A BLOCK SCHEDULE HELP ME BE MORE EFFICIENT WITH MY TIME?

Block scheduling allows you to create routines that are easier to implement from day to day. One problem with managing time efficiently is not knowing what to do next. With block scheduling you know what you should do next and can create a good rhythm to your day.

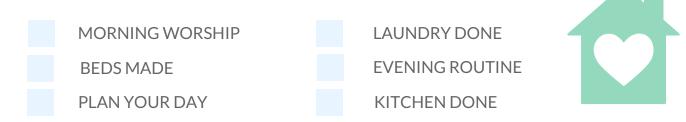
HOW TO ORGANIZE MY BLOCKS:

To use your time blocks efficiently, you want to assign each block with different priorities. For example:

- Morning Block would include your morning routine: morning worship time, daily housekeeping tasks, etc.
- Mid Morning Block might include: errands, play dates, play ground, and outings.
- Your noon block might include: lunch, nap time, and a weekly chore.
- Afternoon Block might include: picking up kids from school and after school activities.
- Evening block would include: supper, cleaning the kitchen, family worship, and bedtime routines.

STICKING TO THE ROUTINES:

For a block schedule to work effectively, you need to be focused. Set timers and alarms on your phone to help you stack on track.



LESSON TWENTY SEVEN: SLEEP

If you want to have a good morning – you know, where you wake up with energy, you feel happy, you don't feel rushed – you need to go to bed early. This is the #1 thing you can do to start your day off right.

It's hard to go to bed early. At least it is for me. I always want to pack so much into one day and I often feel like if I don't work late into the evening that things won't get done. I do best in the mornings if I go to bed no later than 10:00 pm. If I wake up at 6:00 am that gives me 8 hours of sleep.

Moms are usually the last one to climb into bed. In my house, I'm the one who shuts everything done at night. Tuck the kids into bed. Wash those last dishes. Make sure the garage door is shut. Make sure the doors are locked. Make sure the cats have been fed and the dogs are in their beds. Make sure the lights are all out.

If I'm feeling particularly energetic, I might even pick up things around the house and straighten rooms before turning in for the night. {I don't personally find that energy late very often.}

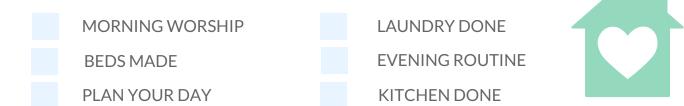
Trying to pack too much into one day means I may not be allowing enough margin in my life. It's a good thing to evaluate how you are spending your time and decide whether some things can wait until later. But the truth is, moms are busy and rarely does a day go by that is the exception.

Lack of sleep contributes to fatigue and irritability during the day which can negatively impact your family. Having said that, if you have a young infant at home who is not yet sleeping through the night getting enough rest can be a real challenge! Give yourself grace.

The hours before midnight are worth 2 hours for every hour after midnight. Remember: Early to bed, early to rise makes a man healthy, wealthy, and wise.

I want to get _____ hours of sleep. I want to wake up at ______ in the morning.

I need to go to bed at _____ in the evening to get the sleep I need.



LESSON TWENTY EIGHT

WHAT ARE MY BIGGEST STRUGGLES WITH MAINTAINING A HEALTHY LIFESTYLE?



LIVING A HEALTHIER LIFE

WHAT IS ONE THING I CAN DO TODAY TO LIVE A HEALTHIER LIFE? CHOOSE ONE SIMPLE HABIT TO FOCUS ON.

HOW WILL I HOLD MYSELF ACCOUNTABLE TO CREATE SELF DISCIPLINE IN THIS AREA?



LESSON TWENTY NINE: PREPARATION

Each week, from Sabbath to Sabbath we should be preparing for God's holy day. The Sabbath, or the day we set aside to worship our Father in heaven, should be the center of all of our activities – not because we are bound by the law, but because Jesus is the center of who we are.

I love how, Yara Cerna Young explains this in her book, Oh No It's Sabbath Again: And I'm Not Ready! (1) She states:

"As Sabbath has become less of a special day, we have grown up with less guidance for how to prepare for it. Role models in this area are few. Whom can we turn to for instruction? ... I'm sure the Lord doesn't want us to miss the blessing we can have from the Sabbath. He knows how desperately we need this important time – especially in such a complicated age! In love, He has given us a weekly reminder of His sovereign power in our lives. Each week we receive one more opportunity to draw closer to Him, one more opportunity to glorify Him. The Lord intended the Sabbath to be a time of celebration, but too many of us are not having fun anymore!"

So, how are we to make the best use of our time in preparation for the Day God has set aside just to be with us? The key is getting organized. That is what this challenge is all about! By taking steps to get our lives in order, we will in essence allow more time to prepare our hearts and homes for the Sabbath.

I love looking at the Jewish traditions to find new ways to ensure my family finds the Sabbath a true delight. As keeper of my home, it is my responsibility to see that everything is prepared and ready for my family. The children do help. I oversee their activities so that they do have a part. The Proverbs 31 woman "looked well the ways of her household." She was a good manager which means she knew how to delegate the jobs at hand!

If your home is in order throughout the week, you will have less to prepare. I hate it when we welcome the Sabbath with chores undone. I find it harder to rest! This week, see what you can do to prepare for the coming Sabbath.



SABBATH PREPARATION

Here are some ways to make the Sabbath evening even more special:

- Light candles on the table and around the house.
- Sing a beautiful song together as a family such as "Day is Dying in the West".
- Have special nightgowns for your daughters and special pajama's for your sons.
- Learn more about the way Jewish people celebrate the Sabbath and incorporate some of those traditions your own Sabbath routine.

When God created this world, he saw a need, even in the perfection of the Garden of Eden, to give us the Sabbath. It was more than just a day of rest. It was to be a sign – a memorial, or in other words a weekly reminder of how great, a powerful, and majestic our God, our Creator is! (Exodus 31:17)

Jesus said, "The sabbath was made for man, and not man for the sabbath." (Mark 2:27). It was a gift for us. Has the day of worship come to be a regular day of the week, or is it truly a sacred day when the world is left behind and our hearts and our minds are solely focused on HIM?

Spend time reflecting on what God's day means to you. Ask God to renew a right spirit within your heart. It is a time of renewal, it is a time to walk away from the cares and the burdens of this sinful world and bask in the light of His face.

By creating a mood of celebration in your home on the Sabbath, you will find an even greater blessing on your day of worship.

WHAT CAN I DO THIS WEEK TO PREPARE FOR THE SABBATH?

MORNING WORSHIP	FOCUSED ON HEALTH
BEDS MADE	SABBATH PREPARATION
PLAN YOUR DAY	EVENING ROUTINE
LAUNDRY DONE	KITCHEN DONE

LESSON THIRTY: REST

The Sabbath is not just a day for holy convocation. It is a real 24 hour period in which we are called to put aside worldly cares and spend time with God. The fourth commandment begins saying, "Remember the Sabbath to keep it holy."

The fourth commandment in all its beauty is still relevant today! One of the most famous evangelists of all time, D.L. Moody said:

"The Sabbath was binding in Eden, and it has been in force ever since. This fourth commandment begins with the word 'remember,' showing that the Sabbath already existed when God wrote the law on the tables of stone at Sinai. How can men claim that this one commandment has been done away with when they will admit that the other nine are still binding?"

By not setting aside the Sabbath as holy, we as Christians lose a tremendous blessing! There are many ways to keep the Sabbath holy and still enjoy the day. The Sabbath is a perfect day to enjoy being with your family while at the same time helping your children to learn more about God.

Some of our favorite activities for Sabbath include:

- Afternoon walks
- Going door to door witnessing
- Visiting a park to enjoy God's creation
- Playing games such as Bibleopoly or Bible Trivia
- Have a picnic and feed the ducks

HEBREWS 4:9-11 SAYS: _____



A SABBATH REST

I NEED REST FROM:

MORNING WORSHIP	FOCUSED ON HEALTH
BEDS MADE	SABBATH PREPARATION
PLAN YOUR DAY	EVENING ROUTINE
LAUNDRY DONE	KITCHEN DONE

THE DISCIPLINED HOMEMAKER

