



The
holiday docket

Kendra Adachi, The Lazy Genius Collective



THE LAZY GENIUS GUIDE TO CELEBRATING WELL

ground rules

RULE #1: SAY YES TO WHAT MATTERS FIRST.

The holiday season is proof that you can have too much of a good thing. Say yes to what matters first so your favorites don't get lost in the shuffle (or avoid the shuffle all together).

RULE #2: A NO RIGHT NOW ISN'T A NO FOREVER.

A choice to skip Friendsgiving or holiday cards this year doesn't mean you'll skip it forever. Sometimes no's have a season. You're wise to make the best choice for right now.

RULE #3: DON'T MANUFACTURE MEMORIES.

Leave space for memories, but don't force them into a box. When we manufacture moments, we just get bad photos and wonky attitudes. Memories don't need prodding; just let them happen.

ORDER OF OPERATION

order of operations

NAME WHAT MATTERS.

ORGANIZE IT.

TROUBLESHOOT.

SET HOLIDAY RULES.

SCHEDULE STUFF.

PLAN YOUR PROJECTS.

OPEN AND CLOSE WELL.

Now let's break it down...



NAME WHAT MATTERS



NAME WHAT MATTERS

Use the following list to help you name your must-do activities during this holiday season. Highlight, circle, or pencil in your own things. Use the box to write out final choices. As you begin, notice all the possibilities that can fill your calendar. This is why we're tired, guys, but not this year.

FALL STUFF // CARVE PUMPKINS DECORATE THE PORCH OR STOOP COLLECT LEAVES
DO CRAFTS FALL FAMILY PHOTOS GO APPLE PICKING A HAY RIDE DO A CORN MAZE
HALLOWEEN STUFF // CARVE SCARY PUMPKINS GO TO A HAUNTED HOUSE FALL FESTIVAL
GO TRICK-OR-TREATING GREET TRICK-OR-TREATERS HOMEMADE COSTUMES CRAFTS
CREEPY SNACKS DECORATIONS THROW A COSTUME PARTY OR GET INVITED TO ONE
WATCH HORROR MOVIES KID'S CLASS PARTY COOKIES MADE WITH LEFTOVER CANDY
THANKSGIVING STUFF // HOST A FAMILY MEAL HOST A FRIENDSGIVING DECORATIONS
CRAFTS ACTIVELY SHOW GRATITUDE SET A PRETTY TABLE BLACK FRIDAY SHOPPING
SERVE THE COMMUNITY VISIT OUT-OF-TOWN FAMILY SMALL BUSINESS SATURDAY
CHRISTMAS STUFF // HOST A FAMILY MEAL HOST A CHRISTMAS PARTY CREATIVE GIFTS
DECORATE THE INSIDE OF THE HOUSE DECORATE THE OUTSIDE OF THE HOUSE
DECORATE A CHRISTMAS TREE HOMEMADE GIFTS CAROLING SERVE THE COMMUNITY
DRIVE AROUND TO SEE CHRISTMAS LIGHTS VISIT SANTA CLASS PARTY OFFICE PARTY
HANG AND STUFF STOCKINGS SEND CHRISTMAS CARDS DISPLAY CHRISTMAS CARDS
ADVENT CALENDAR BAKE HOLIDAY TREATS SHARE BAKED TREATS CRAFTS PLAYLISTS
CHURCH HOLIDAY PRODUCTION FAVORITE CITY HOLIDAY EVENT CHRISTMAS MOVIES
NEW YEAR STUFF // HOST A NYE PARTY REFLECT ON THE YEAR STAY UP UNTIL MIDNIGHT

MUST DO
must do



ORGANIZE IT



IT'S LIKE MAKING PILES BUT FOR SCHEDULES

Now that you have your must-do list, organize it by month to set you up for more thoughtful decisions in future steps. Don't assess yet; just put everything in its place.

october

november

december



TROUBLESHOOT



THINK AHEAD BEFORE YOUR HOLIDAY BRAIN TURNS TO MUSH

Let's troubleshoot.

Look at your monthly lists. You have every reason to feel overwhelmed during the holidays; even with only good stuff, there's a lot going on. As you scan the list, are the months balanced? Does that matter? Can anything be moved to a less busy month? Do you mind that December is really full as long as October and November stay simpler? Troubleshoot how you might feel month to month.

Next, think through each activity on your list, and ask yourself the following questions. The hope is to find your holiday blindspots before they trip you up. You'll also get extra excited about your holidays because you're actively troubleshooting to make the things you love actually happen. It's a fun process.

Remember, you're not scheduling anything on a calendar yet. Just troubleshoot so you'll feel more prepared when it's time to nail stuff down.

questions

- #1: WHAT MIGHT KEEP THIS THING FROM HAPPENING?**
- #2: WHAT MIGHT KEEP THIS THING FROM BEING FUN?**
- #3: WHAT WILL I LIKELY NEED TO ENJOY THIS?**
- #4: IN LIGHT OF WHAT I KNOW,
IS THIS THING WORTH DOING?**

TROUBLESHOOTING NOTES

Troubleshooting notes

TROUBLESHOOTING NOTES

Troubleshooting notes



SET

HOLIDAY RULES



THE MAGIC OF HOLIDAY RULES

After troubleshooting, you might notice patterns around what you and your family need both logistically and energetically. Maybe the thing that keeps activities from happening is not having a babysitter or the money to pay for one. Maybe you notice that doing more than three evening activities in a week is too much for your crew of introverts. Set holiday rules to intentionally leave space for rest and resources. **Even one can make a difference.**

some examples:

- WE CAN AFFORD TWELVE BABYSITTING HOURS IN NOVEMBER AND DECEMBER, SO WE NEED TO USE THEM WISELY.
- EVERY FAMILY MEMBER IS ALLOWED TO BEG OUT OF ONE THING.
- ONLY ONE SET OF BACK-TO-BACK EVENTS ALLOWED PER WEEK.
- WE LISTEN TO CHRISTMAS MUSIC UNASHAMEDLY WHENEVER WE WANT.
- WE HAVE A WEEKLY CHRISTMAS MOVIE NIGHT TO REST AND RECONNECT.

holiday rule brainstorm

THE NEXT PAGE IS FOR YOUR FINAL LIST, SO SCRIBBLE AWAY

holiday house rules

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4.

5.



SCHEDULE STUFF

scheduling steps

STEP #1: SCHEDULE WHAT YOU ALREADY KNOW.

The local Christmas parade is always the first Saturday of December. The family always goes Black Friday shopping together. Your niece is having a winter wedding, and the save-the-date is on the fridge. Write down what you already know.

STEP #2: SCHEDULE WHAT YOU DEFINITELY WANT.

You know you want to host a bonfire night, but the date is flexible. Now that the fixed things are in place and you have your holiday rules to protect your energy, schedule the things from your must-do list where they fit best.

STEP #3: DON'T FORGET ABOUT REST.

Scheduling rest is just as important as scheduling celebration. Even the most enthusiastic extroverts still need the occasional mental-health day. Notice where the big things are falling on your calendar, and schedule rest before all the days fill up.



REMEMBER...



This isn't about being rigid or controlled. It's about being intentional. It's a kindness to your future self. Be the boss of your holidays before they become the boss of you.

SEPTEMBER 2019

sunday

monday

Tuesday

wednesday

Thursday

friday

saturday

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OCTOBER 2019

sunday

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wednesday

thursday

friday

saturday

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27	28	29	30	31		

NOVEMBER 2019

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thursday

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saturday

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DECEMBER 2019

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PLAN YOUR PROJECTS

planning steps

STEP #1: WRITE DOWN YOUR MUST-DO.

Start with whatever is most important, whether fixed or flexible. Leave space to plan what matters most to make sure you have space to plan the rest.

STEP #2: LIST ALL RELATED TASKS AND REMINDERS.

Think through the must-do experience from beginning to end. Check your troubleshooting notes to fill in the gaps. What small things must happen to make the big thing happen? Give bigger tasks, like the menu plan for Thanksgiving, their own box.

STEP #3: ASSIGN DATES TO WHATEVER YOU CAN.

Whether you like to hustle in one fell swoop or stretch out an experience, make sure you have enough space to prepare for your list of must-do's., whatever your style. Add dates in your planning box, and then pop them on the calendar so they don't get lost in the shuffle.

for example...

MUST-DO: <i>decorate the Christmas tree and not hate it</i>	
TASKS	DATES
<input type="checkbox"/> <i>pull out the ornaments before decorating day to make sure we have what we need</i>	<i>before Dec. 1st</i>
<input type="checkbox"/> <i>get an extra pack of lights because one is always dead</i>	<i>when we go to HL</i>
<input type="checkbox"/> <i>make or find a Christmas decorating playlist so I'm not scrambling for music</i>	
<input type="checkbox"/> <i>plan a decorating day on purpose so it's not crammed into the cracks</i>	<i>Dec. 1st</i>
<input type="checkbox"/> <i>plan a visit to Hobby Lobby for the kids to pick out their yearly ornament</i>	
<input type="checkbox"/> <i>remember that the kids will have more fun if I'm not micro-managing</i>	
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DATES

don't forget the reminders

You might've already added those dated tasks to your calendar, but remember, some tasks take gearing up and thought beforehand. Stress will likely show up if you write "make kids' Halloween costumes" on October 31st but no reminders leading up to it. To make sure you have space to enjoy those projects, add in things like "ask the kids what they want to be" on October 15th, "start looking for materials" on October 20th, and then block off a couple of hours on a free afternoon or two to actually start the project. A deadline isn't enough without space to meet it.

Task chronology

If it helps your brain, make a to-do list in chronological(ish) order here.

ALL THE THINGS

DATE

A vertical dotted line is positioned to the right of the 'DATE' label. To the right of this line is a column of 20 empty square checkboxes, intended for marking off tasks in chronological order.



**OPEN AND
CLOSE WELL**



CREATE HOLIDAY OPENING AND CLOSING CEREMONIES

Opening and closing ceremonies are a way to physically and mentally say hello and goodbye to specific holidays and throughout the larger season. Each individual holiday gets its time to shine. Your calendar might already have naturally occurring ceremonies; give them that extra boost of significance. If you see gaps where ceremonies could go, add something simple to your calendar. For more ideas, check out episode 36 of The Lazy Genius Podcast.

This is your secret to celebrating well.

	OPEN	CLOSE
<i>fall</i>		
<i>halloween</i>		
<i>Thanksgiving</i>		
<i>winter</i>		
<i>christmas</i>		
<i>The new year</i>		

STICKING WITH IT

sticking with it

Are you excited? The goal is to keep that excitement at the forefront through the entire holiday season and not get drowned out by all the crazy.

Here's how...

1. LOOK AT YOUR DOCKET OFTEN.

I suggest weekly at least. Set a reminder on your phone to check in however often makes sense. Grab your phone and do it now so you don't forget.

2. MAKE SURE YOUR REAL-LIFE CALENDAR MATCHES YOUR DOCKET DREAMS.

Doing all of this work doesn't make a difference if your daily calendar doesn't reflect this one. Since you're not likely to use this as your actual planner, be sure to add tasks to your to-do list when you check in. Process and plan in the docket, but execute in your real life.

3. IT'S OKAY TO CHANGE THINGS UP.

Plans you make in September might not work as well once November hits. We plan early, not to have everything set, but to have a place to begin. You're allowed to change your mind about how much something matters and how to get it done.

4. BE A GENIUS ABOUT WHAT MATTERS.

Knowing what matters most to you gives you an automatic leg up. Focus on how to create time and energy for the things you love and prioritize most. They deserve not just your shortcuts but your full, slow attention. Remember that being a genius about what matters doesn't necessarily mean you life hack your way through it. Take the long way. It matters.

5. BE LAZY ABOUT WHAT DOESN'T.

If something needs doing but doesn't feel overly important, take the lazy road. Don't give it more energy than it requires. It's okay to shortcut and say no when it doesn't really matter.



Have fun celebrating well...

