

THE FRANKLIN FIVE

- PLAN FOR THE HOLIDAYS**
If you haven't already, it's time to decide how you'll be spending the upcoming winter holidays. Once you've settled on what events and visits you'll be having, open your planner and begin figuring out transportation, lodging, getting time off work, and early shopping — to stay ahead of the season.
- CLEAN YOUR RAIN GUTTERS**
With leaves falling off the trees, it's time to make sure your gutters and drains are in good working order. Remove leaves with a small shovel and rinse debris with a hose (this also lets you keep an eye out for leaks). Pay special attention to the downspouts — with wet and cold weather, you won't want a blocked spout filling your gutters with water or ice.
- REORGANIZE THE GARAGE**
If you're like the average person, the activities of summer have taken their toll on your garage. However, with winter around the corner you're going to want room in there to park your cars. This is the ideal time to organize so your garage makes sense. Toss out whatever you no longer need, and create storage solutions for the things you want to keep in there.
- CONSIDER ORDERING YOUR PLANNER NOW FOR THE NEW YEAR**
Planners for next year are ready for you to order. If you order yours now, you can avoid the rush at the end of the year and get a jumpstart on your plans.
- DESIGN YOUR FIVE YEAR PLAN**
Sit down and figure out where you want to be in half a decade and how you can get there. The clarity you'll get from this simple exercise makes this a very productive way to spend a few minutes of your day, week, or month.

MY FOCUS FOR THIS MONTH

KEY DATES

- 5 First Day of Yom Kippur
- 7 World Smile Day
- 10 Thanksgiving (Canada)
- 15 Sweetest Day
- 17 National Boss Day
- 25 National Art Day
- 30 National Checklist Day
- 31 Halloween

WEEKLY OBSERVANCES

- 2-8: Mental Illness Awareness Week
- 23-29: National Red Ribbon Week

MONTHLY OBSERVANCES

- Breast Cancer Awareness Month
- National Book Month
- Domestic Violence Awareness Month