

January

THE FRANKLIN FIVE

- TRACK YOUR RESOLUTIONS**
The year is just beginning. This is the ideal time to list the goals you'd like to achieve this year. Write your resolutions in your planner and break them down into reasonable steps with time-specific deadlines.
- PRACTICE MEAL PLANNING**
Now that the holidays are over and things are winding down, you can put in the time and effort to create good, healthy meals. Improve your eating habits and upgrade your daily menu with a weekly meal planning routine.
- KNOW YOUR PRODUCTIVE TIMES**
Keep a notebook beside you for a week and record the times where you feel you're most focused, most productive, most creative, and most distracted. Then, schedule your day around those times, plugging in corresponding tasks with the mindset you naturally tend toward at a certain time of day.
- PREPARE YOUR TAX MATERIALS**
Nobody ever wants to do this, but getting it out of the way sooner rather than later will let you stress a lot less when it's time to file. In fact, if you get them to your accountant by mid-February, you could get your refund before the federal tax-filing deadline even arrives.
- MAKE AN ANNUAL BUDGET**
This month, track what you spend each day in your planner so you'll know where your money is going. Decide what you need to spend, where you can save, and determine to stick to your plan.

WEEKLY OBSERVANCES

- 9-15:** Universal Letter Writing Week
16-22: Hunt for Happiness Week

MONTHLY OBSERVANCES

- Mental Wellness Month
National Blood Donor Month
Be Kind To Food Servers Month

KEY DATES

- 1** New Years Day
- 4** National Trivia Day
- 7** National Play Outside Day
- 9** National Clean Off Your Desk Day
- 14** National Vision Board Day
- 16** Martin Luther King Jr Day
- 19** National Popcorn Day
- 21** National Hugging Day
- 22** Chinese New Year
- 23** National Handwriting Day

MY FOCUS FOR THIS MONTH

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