

October

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 the events and visits you want to include, open your planner and begin figuring out transportation, lodging, getting time off work, and early shopping — to stay ahead of the season.

● WINTERIZE YOUR HOME

October's mild weekends are your last cheap chance to winterize before the first freeze hits: drain hoses, insulate outdoor faucets, seal drafty windows, and clear gutters one final time.

● PRACTICE HABIT 5: SEEK FIRST TO UNDERSTAND, THEN TO BE UNDERSTOOD

Habit 5 is about learning to suspend our desire to respond automatically. It's about practicing a deeper and more intentional kind of listening. And then, when it is our time to be understood, it's about expressing our point of view in a clear and articulate way that keeps our audience's needs in mind.

● READ A BOOK

A great way to exercise your mind is through reading. We offer many books that will help you learn to boost your productivity, such as *The 7 Habits of Highly Effective People*, *The 4 Disciplines of Execution*, and *The Joy of Less*. If nonfiction isn't your thing, download or check out a fiction novel instead.

● WATCH A SPOOKY FAMILY MOVIE

Even if you're not big on scary movies, there are plenty of fun, family-friendly movies to get you in the Halloween mood! This is the perfect time to watch *Goosebumps*, *Scooby-Doo*, *It's the Great Pumpkin, Charlie Brown*, or other festive movies with your loved ones!

KEY DATES

1	International Coffee Day
2	World Smile Day
5	World Teachers' Day
10	World Mental Health Day
12	Columbus Day
12	Thanksgiving (Canada)
14	National Dessert Day
16	National Boss Day
31	Halloween

WEEKLY OBSERVANCES

2-8	Mental Illness Awareness Week
4-10	Fire Prevention Week
23-31	Red Ribbon Week

MONTHLY OBSERVANCES

- Childhood Cancer Awareness Month
- National Book Month
- Mental Illness Awareness Month

MY FOCUS FOR THIS MONTH
