

Using NLP to Organise Your Life and Home



By Eve Menezes Cunningham

Categorising the gazillion seemingly little (and large) tasks around sessions and deadlines has given me my weekends back



There's something so soothing about getting things in order. I think this is part of the reason so many of us have been devouring all things *Getting Organized with The Home Edit* and *Tidying Up with Marie Kondo* on Netflix.

Both methods depend heavily on categorising items. It reminded me how helpful the NLP idea of chunking up and down can be.

Marie Kondo's approach is incredibly thorough. She advises, when organising clothes etc., to make a pile of every single item of clothing you own. This way, you see exactly what you have and know how much space you need for whatever sparks joy. Repeat as you move through the categories that are a fixed part of her KonMari Method.

Much as I love this, it can be overwhelming. The Home Edit approach of starting small can be more manageable for people. But then, you might never realise exactly HOW many blue biro's (for example) you own because you forget by

the time you get to the next drawer.

If you feel overwhelmed at the idea of doing all your clothes in one go, you could, in NLP terms, chunk down and take one category of clothes at a time. This way, you're still getting KonMari Method benefits instead of risking forgetting about the items in another part of your home.

You might want to work from the outside in (for example, coats, jumpers, jeans, other types of trousers, long sleeved tops, short sleeved tops, dresses, underwear); top down (hats, scarves, coats, tops, dresses, trousers, skirts, socks, footwear); or in whatever way works best for you. Having just one kind of clothing piled up on the bed or floor is less overwhelming.

Decide which blocks of time you have available

These might be for work or whatever other big projects you're looking to categorise and organise. I've gone with the working days of the week. Monday to Friday. If you're pondering house or garden projects, you might block off a couple of hours each day during the week with larger chunks of time at weekends.

I like alliteration and the more something makes me smile, the more likely I am to stick with it. So, I stopped trying to do all the things on every day of the week and instead created Members Mondays, Marketing Tuesdays, Writing Wednesdays, Therapy Thursdays and Tidy Up Fridays.

This simplifies scheduling tasks for the days and weeks ahead. I simply pop it straight in for the right day of the week. Some tasks are done every week and now I group similar tasks, they take less energy. My calendar feels less cluttered. It's similar to grouping like with like items together when organising a physical space.

For Members Mondays, I focus on the online membership programme: sending the weekly check in email, working on other tasks for the membership and sending my main weekly newsletter, too. Additional ideas that crop up and involve the membership are noted for the following Monday.

Marketing Tuesdays are for checking my Google Analytics (something that hurts my brain but I'm becoming a little more comfortable with) and site amendments, drafting the weekly blog, updating directory entries and all things marketing related.

Writing Wednesdays are designated for progressing writing projects that don't (yet) have external deadlines. I also share the week's blog on my various social media platforms and work on longer deadline pieces where I have the luxury of time.

Therapy Thursdays are for updating the week's clinical notes, my CPD log (I do a lot of CPD and was losing track of what I'd done), catching up with professional journals and so on.

On Tidy Up Fridays, I allow some time to go through more emails than I get through on other days. I sort paperwork, pay bills, update my books, send out invoices and receipts AND mop up all the things I've been overly ambitious about fitting in alongside clients, supervisees and writing deadlines throughout the week.

It's much more manageable and effective to focus in this way. You might read what I've outlined and think, "Holy macaroni, I'd need to do it like x, y and z instead!" and that's *wonderful*. No one knows your life and business like you do. Take what resonates for you from these suggestions and ignore the rest.

Other ways to use NLP to get organised

Nari Kaur Riyat, mindfulness therapist and NLP life coach who runs SkyHigh Empowerment Coaching:

"My biggest challenge is fitting my life around my work when I am working

unsociable hours," says Nari. "The GROW concept helps me firstly to clearly define my goals for any given day or week, considering the reality of where I am now with regards to my tasks. I'm constantly seeking out opportunities to be more efficient with my time and have my current wheel of life on my personal notice board. This always helps me to organise according to my priorities.

"Many clients have a resistance to the extra work that getting organised appears to require of them. A lot of them have families and high-profile careers so they don't tend to make extra time or space for adopting a structured approach to organisation. I encourage them to look at the bigger picture, reframing the experience of being organised from a negative position to a positive one.

"There is no one size that fits all when it comes to getting organised. Define what being organised means to you and visualise what that would look like. Maybe your primary focus isn't aesthetics but function. You may need a system that helps you get out of the door quicker. Start with what motivates you. Everyone is different. Some people may be motivated by tackling the toughest or most annoying task first to get it out of

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the way whilst others may be motivated by easy wins so they can ease themselves into a larger or more difficult project."

Marilyn Devonish, NLP trainer, Flexible Working Implementation Consultant and the NeuroSuccess™ Coach:

"One of the biggest challenges I see is overwhelm and inertia," says Marilyn. "People don't move or get started because the task at hand appears too daunting, insurmountable, or difficult. I combine strategy elicitation, anchoring, prime concerns exploration, looking at meta programs, and deletions, distortions, and generalisations. From a practical point of view, I personally use Step 1 of PhotoReading and elements of Huna, part of which is about getting into state and activating the parasympathetic nervous system.

"Start with just one thing. Take one step. Complete one task. Focus on one outcome. Acknowledge the achievement of each step, no matter how small or seemingly insignificant. It is the power of the cumulative effect. Watch and listen out for negative emotions, limiting beliefs, and both the conscious and unconscious ways you might sabotage yourself. The reasons not to get things done are both insidious and plausible if you're not challenging yourself or paying attention to old patterns." ■



Eve Menezes Cunningham is the author of *365 Ways to Feel Better: Self-care Ideas for Embodied Wellbeing*. You can find out about her NLP, therapies, coaching and supervision as well as access free resources at selfcarecoaching.net