

Take Time for Your Life!

*Slow Down and Take a Breath
to Get Prepared for 2005*



"We are like storage batteries, constantly discharging energy, and unless we are recharged at frequent intervals, we will soon run dry."

— Harriet Meyerson



"Drop the idea that you are Atlas carrying the world on your shoulders. The world would go on even without you.

Don't take yourself so seriously."

— Norman Vincent Peale



"You were intended not only to work, but to rest, laugh, play, and have proper leisure and enjoyment."

— Grenville Kleiser



"He who cannot rest cannot work. He who cannot let go cannot hold on."

— Henry Emerson Fosdick

So, what do you have planned for 2005?

The end of one year and the beginning of a new one is naturally a time of reflection, and this is the time of year when we are often encouraged to set our New Year's Resolutions or goals that we want to attain during the course of the year.

For me and for most of my friends and clients, 2004 was not an easy year. Perhaps before we get totally caught up in the new year, we should slow down, take a breath, and evaluate where we are to prepare us for whatever will come our way in 2005.

As Marianne Williamson reminds us, "When things in the world are troubling, our need is not to join in the chaos, but to cleave to the peace within. The only way to gain power in a world that is moving too fast is to learn to slow down. And the only way to spread one's influence wide is to learn to go deep."

Jon Gordon, author of **The Energy Addict**, wrote in a recent e-newsletter entitled "The Gift of Slowing Down" about getting sick from doing too much and trying to cram too many things in too short a time frame. Jon has a passion for his work, as many of us do, but getting sick made him realize that:

1. Everyone needs to rest and recharge.
2. If we don't have energy, we can't share it.
3. If we give all our energy away without restocking it, we will have nothing left for ourselves and nothing left for anyone else.
4. We can't succeed and make a difference with worn out bodies and frazzled minds.
5. Slowing down and creating inner calm is a gift that we all need to give ourselves.

A great deal of research has shown that we can get more done when we approach work and life in a relaxed and focused way, rather than in our usual frenzied pace that can often lead to "spinning our wheels."

Most of us spend so much time on the needs of others that we lose touch with the most important relationship of all, the relationship with ourselves. Rarely do we resolve to spend more quality time with ourselves, but I hope that this year you will join me in making space for yourself on your resolution list. As one of my clients puts it, "If I don't get some time alone soon on a regular basis, someone's going to get hurt."

One of the most beneficial tools for bringing perspective to your life, helping you think, and organizing your life is keeping a journal. During the past several years, I have thought I was too busy to journal, but I have missed the tremendous benefits and have started writing again in 2005.

The new articles at <http://www.melbabenson.com/articles.php> this month are designed to help you evaluate how you are spending your time, identify what's draining you and what's fueling you, and provide additional information on the benefits of solitude and journaling:

"Time Chart"

"What's Draining You?"

"What's Fueling You?"

"Getting to Know You Better"

"The Benefits of Solitude"

"Journaling"

Life is full of surprises, can change in an instant, and must never be taken for granted. My new year's wish for all of you is that the challenges you faced and dealt with in 2004 will prepare you for whatever may come your way in 2005.

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