



WEEKLY CHEAT SHEET

Doing 1 Minute Tasks

<input type="checkbox"/>	Tidy a Windowsill
<input type="checkbox"/>	Put Clean Clothes away
<input type="checkbox"/>	Disown one thing you no longer use or not going to use
<input type="checkbox"/>	Clear your inbox by going through Spam, Promotions and Social media notifications
<input type="checkbox"/>	Plan your day
<input type="checkbox"/>	Check your bank account
<input type="checkbox"/>	Clean items from each meal of the day
<input type="checkbox"/>	Switch things off and on when not using appliances and other electrical equipment but keep fridges on use and freezers on when in use, for example
<input type="checkbox"/>	Clean the toilet as you use it
<input type="checkbox"/>	Clean the sinks if it used a lot
<input type="checkbox"/>	Put some laundry on