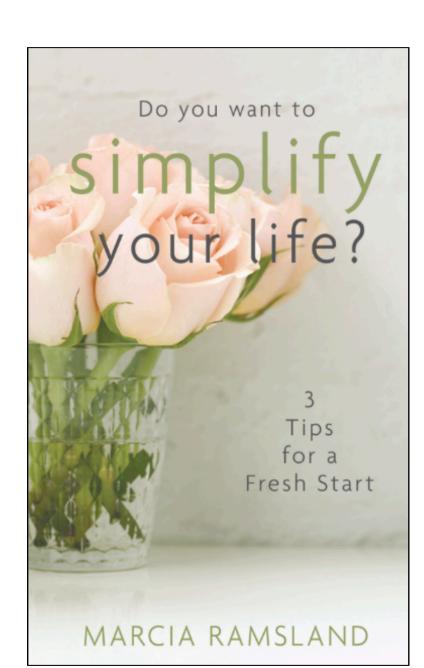
Do you want to Simplify Your Life?

Do you have a pile of papers sitting on your desk or kitchen counter? Too much to do and too little time to do it? Do you keep hurrying to finish your To Do list, yet you never have time to sit down and relax any more? Then it's time to simplify your life-once and for all!

There are three busy areas you can focus on to simplify your life. Let's look at some key strategies to get control of each:



1. PAPERWORK

Each day, the average household receives fifteen pieces of mail. Five are junk mail ready to recycle, five are important to save and put away, but the dangling five get tossed on the kitchen counter or your in-box and start "the pile." Instead, create five file folders to clean up that pile:

- CALENDAR
- To Do
- TO DECIDE
- INFORMATION
- MY INTERESTS

Keep the five file folders near your calendar and telephone, and you will turn paper chaos into calm control.

2. CALENDAR AND TO DO LIST

Your calendar and To Do list are the keys to simplifying feelings of stress each day. On your calendar, count the number of nights you are out this week. If it is more than four, cut back so you can find some personal downtime at home to relax and catch up.

If your daily To Do list is only getting 50 to 60 percent finished, then you're carrying too many burdens. Instead, each night evaluate what you got done—only the easy items and necessary items? That's good, but try putting the three most important tasks first in your day, and you will feel relief knowing you got the priority items finished early.

3. CLUTTER

From messy countertops to overflowing closets, "stuff" can smother your peace of mind every time you look around. Begin by clearing your desk at work and your kitchen table at home. The front 2/3 of every desk and countertop can be cleared by filing paperwork, putting away piled-up items, and listing projects to do. A kitchen table that is clear with only a centerpiece sets the tone for a clean, peaceful household.

Closets can be put in order by using matching hangers and keeping only your favorite clothes while regularly donating the leftovers. Everyone benefits when you wake up to a neat, organized closet and get on your day with a smile.

But what if I keep working hard to get organized and I still feel stressed? Is there another way to simplify my life?

Yes, there is. Instead of focusing only on getting control of the *outside* of your life, it's time to look *inside* at the condition of your heart.

Just as a clutter pile complicates our life, there is clutter in our heart called "sin," and we need to get it cleared out or it will keep us from living in harmony with the God who

created us. We have bad attitudes, selfish ambitions, and prideful ways that keep us apart from God.

So how do we find the simple peace inside that we were made to have?

- Acknowledge a personal need for a spiritual clean sweep.
 "All have sinned and fall short of the glory of God..." (Romans 3:23)
- 2. Believe Jesus came to give you a fresh start.

"Therefore, if anyone is in Christ, he is a new creation; the old has gone, the new has come!" (2 Corinthians 5:17)

Call out for help to get rid of life's spiritual clutter.

"Sirs, what must I do to be saved?" They replied, "Believe in the Lord Jesus, and you will be saved." (Acts 16:30-31)

There's a lot you can do to simplify the outside of your life, such as clean up paper piles, clear your calendar, and keep up with clutter. But there's only one way to clean the clutter of sin on the *inside*—ask Jesus Christ to clean your heart and be the Lord of your life.

Can you think of a time when you prayed and asked Jesus to come into your life? If not, pray this prayer to get things between you and God straightened out.

Dear God. I know you see the inside of my heart. I believe that only Jesus, the perfect son of God, could die on the cross to pay for my sin. I'm asking you to please come into my life and give me a clean sweep. I need your help, and I surrender mu whole life to you right now. Thank you for hearing my *heartfelt prayer* and saving me. Amen.

Once you've prayed that prayer, you are clean from the inside out from today forward! You can maintain that clean heart by reading your Bible and praying over your concernsevery day. God will always be with you and answer you. Abright and glowing future awaits you as you get to know God better.

Day after day you have to clean sweep the *outside* of your life—there is always more paper, more To Dos, and more clutter to clean up. But *inside* you only need to make a ONE-TIME commitment to God in prayer. That's a real bargain!

Simplify your life with a spiritual decision *first*, and then your outside priorities will begin to take shape. Remember, life may not be simple, but it can be simplified when you start with Jesus from the inside out today.

Yes, I just prayed and asked Jesus to clean sweep the inside of my heart and be the Lord of my life! *Tell us and we will send you free information to help you grow in your new friendship with God.* WRITE ATS • P.O. Box 462008 • Garland, TX 75046 or visit **IChooseJesus.com** If you would like to talk with someone about your decision, CALL 1-866-782-7927

This tract was written by Marcia Ramsland, The Organizing Pro. She is author of Simplify Your Life, Simplify Your Time, and Simplify Your Space (Nashville: Thomas Nelson). Her books are available wherever books are sold or at her website: www.OrganizingPro.com.



ATS is a non-profit ministry that depends on donations to sustain its work. Contributions may be made to the address above. Bible references: NIV ©1978, 1984 by International Bible Society. Cover photo by Fotosearch • Printed in USA • ©2007 32137