



TRANSCRIPT

Episode #: My Daily Routine

TASHA LORENTZ *from* GET ORGANIZED HQ

WELCOME

Tasha: Welcome to the Get Organized HQ podcast. I'm your host, Tasha Lorentz. Every week we share practical strategies for less stress and more peace as we dive into all topics life and home organization. I'm so glad you're here for this week's episode.

And you may have noticed that around here, I ask a lot of people to share about their daily routine and what the nuts and bolts of their day in, day out life looks like.

Well, I thought it would only be fair if I also shared my daily routine, some of what I'm good at, some of what I am not so good at. In fact, I'm going to share with you towards the end of this episode, a little quirk in my personality that really is the thing that makes it a game of roulette of how my house is going to be if you were to show up on any random day.

So thanks so much for tuning in and listening. I'm excited to share with you about my daily routine.

MORNING ROUTINE

All right, so let's start. Like any good day in the life starts with the morning and the morning routine. And I will have you know that I am a morning person. I just own that.

Now, I will say I do not always, like, roll out of

bed singing like a Disney princess. Okay. Like, it takes me, I would say, two to five minutes. I'm pulling that number out of thin air. Um, just a couple of minutes once I get up to wake up.

Honestly, it's more so that it takes me that long to convince myself to get out of bed. I don't always love getting out of bed, especially in the winter. It's cold and my bed is really nice and warm and cozy. So I can definitely be the person who, my alarm goes off and I'm like, no, I do not want to get out of bed.

BEING A MORNING PERSON

So when I say I'm a morning person, I do not mean that I just jump out of bed as soon as my alarm goes off. But, like, I am awake and up and at them pretty quickly. Like, very quickly. I could be out of bed and I would not have a problem being on my computer working five minutes later, if that's what the day called for.

But I would say this even started back in, like, college. This is a pro tip. If you happen to be in college and living in a dorm, I don't think that is very many of our listeners, but I would go to bed at like 10 o'clock and get up at 6 the next morning to study, which in a college dorm is actually a way more effective time to study.

Like, nobody's awake at 6am unless you're actually trying to do something productive. But, like, at midnight, everyone's up having pillow fights and all of the things that happen.

So I would say that I have leaned towards being a morning person most of my life. Um, also, for whatever it's worth, I can't sleep in. I've never been able to sleep in. So I think that's also part of what makes me more inclined to be a morning person.

SETTING THE ALARM

So my husband and I, we set our alarm for 5am. Now, I do say we set our alarm for that time because I do not, like, we have been known to snooze that several times, although we set it early enough that we have that option.

And I will say as a side note, we're already tangential here, but it's the Get Organized HQ podcast, so that's what happens sometimes. I really like having our alarm set earlier than we actually have to get up.

Um, actually, as an example, the day before recording this episode, my husband and I, we went to a concert last night just in Indianapolis. It was a little ways away from our house, but it was, you know, in the Indianapolis area.

HAVING FLEXIBILITY

And it probably wrapped up at like 9:30 and it probably took us an hour to get home. And so it was like between 10:30 and 11 when we went to bed and we just pushed our alarm back to six because we still have plenty of time to get up and ready for the day and be on time getting up at 6 instead of getting up at 5.

And so by having us regularly planning on getting up earlier than we even have to, it gives us a ton of flexibility if something goes later than expected the night before. Like, I have the ability to make up a little bit of that sleep.

You know, if we, I think the latest, I mean, shoot, if we were getting up at 7, it would be really pushing it, like, if my husband could make it to work on time.

And so if we were used to that and then we stayed up later than expected, like, there's nothing you can really do. Um, but by getting up earlier than we even have to, we have a quiet, calm, long morning. But if something happens and we need to get an extra hour of sleep, we have that option, which is really, really nice.

TURNING ON LIGHTS

So another thing about waking up that early is I think we've talked about this on the Get Organized HQ YouTube channel before, but I will not say her name because it is the Amazon device. And if I start talking, she might start talking back to me.

But the Amazon device that you know, you can put smart lights and things to. I have set a routine with that so that automatically every weekday morning, our lights come on on our lamps in our bedroom.

And I actually have them come on at the lowest brightness and I have them slowly brighten. It's kind of mimicking a sunrise alarm clock, but not nearly as magical because it's not like the pretty hues of like an orange sunrise. It's just lights that are getting slowly brighter.

But huge, huge game changer because I realized when I was waking up and it was super dark outside and I would like snooze my alarm, I was in a deep sleep immediately again, like, I'd kind of wake up and I'd fall right back asleep. But having the lights on really helps with waking up.

And I also have one lamp come on out in our living room. So when I get up, I get out of bed, I walk out of the room. I am not walking into pitch blackness. And that is really nice too. So, like, that is my favorite thing about those devices is the fact that they have our lights on a routine.

So that is our wake up. Man, it's going to take a long time to get through the day at this rate. Don't worry, we will speed up from here.

COFFEE FIRST

Um, but we try to get up pretty early and coffee comes first thing always. We are an espresso machine family. I will say that a couple months ago I really wanted to get rid of the espresso machine.

It is a lot of maintenance. I didn't feel like we were good at it. It was just kind of stressing me out. It actually broke while it was still under warranty and they had to send us another one and all of this stuff.

But we've been getting some beans from a local guy and also, like, I don't know, it's. It's turned around and it has actually worked out really well.

So I have my coffee every morning. I actually, I used to drink a latte every morning and that was a lot of milk to drink first thing in the morning, like roll out of bed and drink a cup of hot milk.

And so I actually now make mine as an Americano. So that's a double shot of espresso. You put a bunch of hot water in it. And I've always, always creamer. I am a sweet coffee person. I am not a black coffee person.

I know there are coffee purists out there, espresso purists, who would be like, how dare you make an Americano out of an espresso machine. I get it, I get it. But that is me and my coffee preferences.

PRAYER & BIBLE READING

So always coffee first thing in the morning. And then that is my favorite time to do my prayer and Bible reading. And it really helped me become consistent whenever I had a plan of what I was going to do next and also when I knew when I was going to do it.

And that's just like, the most uninterrupted time of my day. Nobody's calling me at 5:15 in the morning. I mean, you know, I cannot get a phone call that's distracting me.

I mean, unless something is drastically wrong, I'm not getting any 5:15 am phone calls. You know, nobody's scheduling anything for that time of morning. So you're not going to have the conflicts that come up.

If I was trying to do it at lunchtime or after work or before bed, like, oh, look, it got like, so many times I would try to do it before bed, and it was so late, and I was like, okay, like, it's already past my bedtime, and I'm going to try to sit here, and I feel like I'm falling asleep.

TIP FOR CONSISTENCY

So that is what worked super well for me. And I will say I was really consistent with this. And what really worked for me was just I set my goals super low.

I said, I want to read one chapter of the Bible, and I really enjoy writing in a prayer journal. That really helps me. If I try to pray, like, in my

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head. I just feel like I'm all over the place. I mean, I've prayed in my head many times, and I know that works for a ton of people.

But for me, writing out my prayer, like, literally, like I'm writing a letter, it really helped. It helped make me feel like I was more centered. It helped me not be so repetitive, and just, like, I don't even know what I'm saying because, like, I had to go through the act of writing it down.

And so my goal was to write one page in my journal and read one chapter. If I went over that, that was fine. But I just said, set the bar at something I could actually consistently attain. And that made a huge difference.

Now I will say we got a puppy a little over a month ago at the time of recording this. And that has kind of changed things because she is up and at em, like, as soon as we're up, she's up, she's awake, she's hyper. And that has been really distracting.

So I feel like I am coming back to my routine of doing my prayer and Bible reading every morning. But nobody, nobody come away from this saying that I am perfectly consistent at it. But doing that first thing in the morning has been the most helpful time I found for me to do that consistently.

ROUTINE DEPENDS ON THE SEASON OF LIFE

And then, honestly, what happens next highly depends on the season of life that I'm in. So I am what we call the summit coordinator for Get Organized HQ virtual.

So if you've been around Get Organized HQ long, you've probably heard of our Get Organized HQ virtual conference. So really, like

another word for virtual conference is summit. They're more or less the same thing, just a bunch of people sharing information about a topic.

And so that is like my number one job and goal is to make sure that that virtual conference happens, that we have speakers, that we have their content, that we have an attendee roadmap that gives all of our attendees the links of where they need to go, like, all of those things.

And as you might imagine, that is very heavily seasonal work. I mean, there's a smattering of things I can do at any time of year, and it ebbs and flows. So, you know, even in the winter, long before that happens, you know, fourth quarter, what I would say, you know, October, November, December, there are some things that I can be doing to prep for the next year ahead.

But, like, when the sessions start to be submitted, or when we're really, like, going into registration opening, I can be a lot busier.

BUSIER SEASONS

And so in those busier seasons, it is very likely, I get up, I have my coffee, I do my prayer and Bible reading, and I'm at my computer ready to go. If it's a slower season, then who knows, maybe I do a little bit of cleaning, um, unload the dishwasher.

Unloading the dishwasher first thing in the morning is a game changer. I should do it more often than I do because when the dishwasher is unloaded, now I can put the dirty dishes in it, but when the dishwasher is still loaded with clean dishes, all of the dirty dishes have to pile up in the sink, so that one is free. Unloading the

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dishwasher first thing in the morning is a great idea.

And then my work day, it is really dictated by what season I'm in and what kind of work I need to do that day and how much work there is to do that day. I have had days where I have five or six meetings in one day and they're at scheduled times and they are back to back, and like, we are rushing from thing to thing and I'm standing up for 10 minutes in between them, just trying to do a little stretching because it is a busy day.

And I have had days where it's like there is nothing that has to get done today. It makes no difference if it gets done today, tomorrow, next week.

THRIVING WHEN BUSY

Like, I have had both of those kinds of days, many of both of those kinds of days, and everything in between. And the thing I've learned about myself is that I thrive when I am busier. I actually do better.

I mean, in general, my house is cleaner. Sometimes I'm even better at like meal prep and planning when things are hectic because I know that I have to be on top of it. But it's really easy to let everything slip when I'm not quite so busy.

MAKING LISTS

And one thing I've found that helps both in the busy seasons and especially in the not busy seasons, is to be list driven. This lets me know exactly what I want to accomplish in the week, in the day.

So in the busy seasons, it really helps me

because I break down my tasks and it doesn't feel like I have to accomplish everything at once.

So think about the Get Organized HQ virtual conference. I mean, there is getting the sessions from the speakers and then there are transcripts and cheat sheets and a podcast that we make just for that.

And then we have to make a page that the session goes on. You know, like whenever you come to that virtual conference and you watch the session, there's a page that you're looking at and we have to make sure the links at the bottom of that page are all correct.

So, like, you know, you listen to so and so's session on organizing, you love it, you want to find where you can learn more from them. Like, we've got to make sure we have the links to their social media and things like that so you can go find them and learn more from them.

Like, there's a lot of moving parts and details. And if I have it in my head that, like, I have to do all of this, that is overwhelming. Like, I can't do all of it in one day. It is not a one day project.

And so those lists really help me to say, okay, you know what? Let, let's say that it's June, okay? The virtual conference, it happens in September. What needs to happen today? And that really helps me break it down and know that I'm on track.

Like, I have my list of what I need to do, and as long as I'm keeping pace with my list of what needs to be done, then we're in good shape. And I don't have to worry about what needs to happen tomorrow or next month or any other time as long as I'm on track with what I know I need to do.

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NEXT ACTIONS

And so it really helps me not be overwhelmed when things are super busy to keep things in a list to kind of break it down and say, okay, what are my benchmarks that I'm more or less trying to hit? When do I want to have different things accomplished by.

And it really helps to break down, April Perry, I think, has a really good name for this. So April is from Learn, Do, Become and she calls it a next action. And so it really helps me when I literally write down what are the next actions that I'm going to take.

Because it's easy to say I need to get the pages created so that people can go and watch those sessions for Get Organized HQ Virtual, you know, I need to design that page.

Well, there's a lot of steps that may go into that. Like what about the fact that we need to get all of the links to their social media? Like that is one action is like going and getting the social media links.

Putting them on the page may even be a different action. Deciding what color the page should be, what fonts should be on the page, how should it look like? That may be a different action. Checking the links to make sure they work could be a different action. And so breaking down those actions really helps me know what to do next.

DAYS WITH LESS STRUCTURE

But this also really helps in my not busy seasons. And so I know our listeners are probably from all different walks of life. So maybe you really resonate with that idea of being really busy. And you need a list that kind

of gives you permission to let go of the rest. Be like, this is what needs to happen today. Everything else can wait.

But if you're in a season where you don't have as much structure in your days, you don't have as much that you need to accomplish. Nobody's going to know or care what you accomplished today versus what you accomplished tomorrow.

A list can really help there too, because this kind of gives me purpose. It lets me set a goal for myself and say, let's get this done this week. You know, I know that it doesn't matter if it's this week or if it's next week, but let's get it done this week. And you know what? Let's get this done on Tuesday.

And that can really help me know that I'm still making forward progress. I'm still accomplishing things even in those less busy seasons. And I really thrive on that.

HALF WORKING

So when I am not super busy, I can fall into a rut. I call it half working. Have you ever done this? Like, I sit down at my computer and I'm at my computer for hours, but I'm not exactly working. I mean, I'm kind of. I mean I'm there.

If someone sends me like a work message, I'll respond right away. I might like look at my emails. I might even like open up something I need to work on.

So like, oh, you know, we really need to work on that attendee roadmap. I need to work on what that says. And so I open it up. But then like, oh look, there's an email for a sale on sheets. I should go look at that.

And I spend 20 minutes looking at sheets that

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I don't even end up buying or need. And like, I'm just kind of at my computer spinning my wheels, looking at this, looking at that, but not really making forward progress.

And so that list can really help me on those days when I feel like I'm floundering and it just keeps me on track. So I really like having a list.

Like I'm a huge fan of having a list and I still get distracted even when I have a list, especially in the not busy seasons. But I know what I'm coming back to.

Like, it's just like with my Bible reading that knowing like, this is for that, knowing when I was going to do it and what I was going to do made a huge difference. Like I said, I'm going to read through the Psalms. Like knowing that I was going to go from Psalm 1 to 2, 2 to 3, 3 to 4, that helped me keep going.

If I had to go and sit down and open up my Bible every day and just pick a random thing to read, I probably wouldn't do it because I didn't know what I was going to do next.

Same thing happens with productivity. When I know what I'm going to do next, it helps me to do the next thing. And so those lists are really a game changer.

GOING ON RUNS

Now, other things that happen in my day, I tend to go on runs in the middle of the day, runs or dog walks. We have two dogs now. And so some of my run time has kind of been taken over by dog walking.

Um, one of our dogs is a 10, no, about one year old miniature Australian Shepherd. I was gonna say 10 month old, but honestly by the time this

goes up, she'll be pushing 1 year old.

And the goal is that she's gonna be a running buddy. So I'm hoping to get back into some running. Um, but I've been walking her a lot and that has taken some of my run time.

Um, but yes, I love being able to go on a run in the middle of the day. Just like take a break, get some movement, get some endorphins. It is a huge game changer.

LUNCH TIME

Also my husband works really close to our home, like really really close. So he comes home for lunch every day. And that is really nice.

And I'll let you just know something random about me and my husband's personalities. Like we're probably flip flopped of how our work environment should be. I am much more the social butterfly, the extrovert. Like I need to be around people. I get like lonely when I'm home by myself all the time.

He would probably be a lot more okay being home by himself all the time. And he's the one who goes out to an office with other people. So we're a little bit flip flopped on that. But it is nice that he can come home for lunch.

EARLY DINNER

Um, and then also random fact about us, we eat dinner super early. Like we get laughed at for how early we eat dinner. We eat dinner normally by 4:45 because he gets off work at 4:30 and has like a zero minute commute.

I mean technically it's probably like six or seven minutes or something. But like he lives really

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close and I, so I grew up. We actually normally ate at like 5:15 which I guess is a little bit early. But like we just ate when my dad got home from work.

And it didn't really make a ton of sense to me to be like okay, well like you normally get home around like 4:40. Let's arbitrarily wait till 5:30 to eat. Because that seems like more of a dinner time.

I mean he's hungry. It would be an awkward amount of time. Like you're not really going to do something from like 4:45 to 5:15 or 5:30. And so we just eat when he gets home from work. So yeah, we eat at 4:30.

AFTER DINNER WALKS

Um, and then we love to walk our dogs after dinner. There's lots of walking and dog walking happening in our family. Um, that happens a lot more consistently in the summer.

The sun goes down really early in the winter. I mean as it does everywhere I suppose. Um, and we are on the end. So Indianapolis is on eastern time. Um, so it's funny if you look at a map of time zones, straight south of us is on central time. So we are on the far edge of our time zone.

So for us, like, the sun could be going down an hour earlier if we were on a different time zone.

But the sun goes down pretty early. So it's harder to walk our dogs whenever it is dark outside. But in the summer we try to walk our dogs after dinner and we do a lot of that.

EARLY TO BED

And then our evenings really vary. Sometimes

we do stuff with friends from church, sometimes we're just home, play a game, watch a show, um, and we go to bed pretty early.

I especially do, I need more sleep than my husband. Um, I've just owned that I'm a person who needs more sleep. Um, it's just how I am. And like I said before, I can't sleep in. So if I need to catch up on sleep, I have to go to bed even earlier in order to play catch up.

So especially in the winter when it's dark, it is very common that we go to bed before 9:00. Now in the middle of summer when it's light to like 9:30 at night, it's more common that it's 10 or 10:30 when we go to bed. So how the sunlight is really impacts that. But yeah, 8:30, 9, 9:30, anywhere in there we're typically going to bed. So that is kind of our day in a nutshell.

WHAT TASHA IS GOOD AT

I don't know that that's just some of, some of how the day goes, but some things that I would say that I am good at when it comes to our home, keeping a house tidy, functioning, all those things, um, general tidiness is something that I feel like I've learned to be pretty good at. And it's something I have learned really makes me feel less stressed.

And so I think that's why I've learned to be good at it, is because I really prioritize the peace that comes from that. I know I'm going to feel better, I'm going to have more ability to cook dinner. I'm going to feel more mentally cleared up to sit down and do my work. Like whatever it is, I'm going to feel better if the house is clean.

So just like, I don't know, clearing off the kitchen counter, doing the dishes and getting them in the dishwasher, like those are the things I feel like I keep up with pretty well.

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USING POCKETS OF TIME

One thing that I would say has helped me with that is I've learned to use my pockets of time pretty well. So I think it's really easy to be like, oh, I only have like 15 minutes or 20 minutes or 10 minutes. Like, I can't get the dishes from dinner cleaned up. I'll just leave them till later.

Like, it's really, I've been there and I've been the person who's like, I'm just going to sit down and scroll on my phone for 15 minutes, I'll do this later. But I have learned, like, especially dishes, they do not take as long as they look like they're going to take.

And so one thing that has just really helped is using those pockets of time. You know, one night a week we get together with some people from church. And so like every, every week it's the same. We've got to leave the house at the same time.

And I mean it's not, it's not tight, we have plenty of time. But like, that's the most common evening where it's like, oh, you know, like we're leaving in 15 minutes. And I have learned a lot of times I can finish the dishes in that 15 minutes and then they're done.

And when we get home that evening, they're done. I don't have to do them the next morning or that night before I go to bed.

And so learning to use those pockets of time, even when I think that I don't have enough time, that has been a game changer to keeping the house tidy.

DAILY MOVEMENT

Now another thing I would say I'm pretty good at is daily movement. Having dogs helps with

that. You kind of gotta walk if you want your sanity.

Um, and also I just love running. Um, and so I have had some on again, off again patterns with running, but for several years now I've pretty consistently kept coming back to it. And so, yeah, just getting that daily movement in.

I have really noticed that when I'm running, the endorphins are a real thing. I just, I love it. I don't always love it in the moment. And I'm not going to say that it makes like life sunshine and rainbows and butterflies, but it is a real thing and I really, really enjoy it. So that's something that I feel like we get a lot of movement in in our days.

And also I am very much a project based person. So if I need to clean out the fridge or clean out the pantry or clean the bathroom or vacuum all the floors, like if it is a project that's a start and a stop, that is where I thrive.

TASHA'S STRUGGLES

Now as we transition to talking about things I am not so good at, I am not good at the little consistent things, something like taking vitamins every day, like small tasks, especially, like small maintenance or cleaning tasks, those kinds of things.

Like, no, not my forte. I'm not as good at habits. I'm better at projects. I don't know, I just. I'm better at. I would rather spend three hours doing something than do something for 10 minutes a day, for a week.

MEAL PREPPING

Also, meal prep is not something I would exactly say is my forte. I actually, I mean, I don't

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know, you'd have to eat my cooking to tell me whether or not I'm a decent cook.

But I would say I'm a decent cook. Like, I don't feel like I'm bad at cooking or that I don't know how to cook. And actually, that is a huge part of my problem, is that I'm a decent cook because I'm a very picky eater and I like my food to be good.

I have become a lot less picky in terms of what I'm willing to eat. Like, I used to be very narrow. Like, give me my chicken nuggets and french fries. I don't really want more than that.

But, like, I've expanded. Like, I'll eat shrimp now. I'll eat a lot more vegetables than I used to be willing to eat.

But I really like them to be good. Like, roasted vegetables is one of my favorite things to make. Chop up vegetables. Oil, salt and pepper. I love it.

It's a little bit time consuming. It's not terrible, but it's a little bit. I mean, you gotta chop up your vegetables and all. You gotta be ahead enough to do that. Cause they gotta be in the oven for like 30 to 45 minutes, depending on what you're roasting. And that can really throw me off.

I really have a go big or go home approach to food. And so it can be really difficult for me to find something to eat, like for lunch or if I don't feel like cooking a big meal, I can really struggle with that because I like to make really good food.

I mean, taco night, I think is a great example of this. So I think for a lot of people, like, oh, yeah, taco night, like super easy night. I want to make homemade guacamole. I want to make

homemade pico de Gallo. I should make my own tortillas. I don't do that one as often, but I love the homemade guac and pico.

Um, I want carne asada or carnitas instead of just a ground beef with taco seasoning, you know, like, I want these to be really good tacos. And so that can be really challenging.

Um, it's almost like a type of perfectionism. But it's not because I want to be a perfectionist. It's because I want to love the food that I'm eating. So that's an area that I struggle.

KEEPING UP WITH LAUNDRY

I'm also mediocre at keeping up with laundry. I think it's because it's not something that I can say, I'm going to do the laundry right now. Like, it's something I have to keep coming back to throughout the day.

I have to put it in the washing machine, I have to come back and put it in the dryer. I have to come back and take it out of the dryer. Like, I just. I'm not as good at little things that I have to do over the course of time.

I'm better if I can say, I got 20 minutes. We're doing the laundry right now. So that's another thing that it's not. Not I'm not as good at it. I'm actually pretty good at getting the laundry started. It's getting it all the way through the process to the end that I tend to struggle with.

PERSONALITY QUIRK

So I told you I was going to tell you a personality quirk of mine that I feel like makes, or breaks whether or not my house is clean. And I'm a very all or nothing person. I do it all the way or not at all.

And I've gotten better at being consistent with keeping my house clean. If you had known me like, years ago when I was in, like, high school, like, my bedroom was a total disaster or spotless, one or the other, nothing in between.

That's just how my personality is. I think it goes into me really thriving on projects. If I cannot finish the project, I don't see the point.

TOP RECOMMENDATIONS

So that is just kind of a little bit about me and my day, what my day looks like. Some of the things that I feel like work for me, maybe some of those things, making a list like that is the, if you're feeling overwhelmed about what to do with your time, whether you have too many things to do or not enough things to do, make a list. That is my favorite thing. That is my, like, top recommendation.

And then my second thing is movement. Daily movement. I love daily movement. I love any sort of exercise that you can be getting. I think it's such a mood booster. So those are my big two takeaways from that.

LESS STRESS & MORE PEACE