



Do you find.....

- yourself spending too much time looking for lost items?
- you have piles of paper all over the place?
- yourself feeling overwhelmed?
- yourself wishing you had more time?
- you wish you had someone to help you organize your life?

If you have answered “yes” to even one of these questions....then please allow us to help you get to the.....Heart of the Matter!

Organizing 101 - What You Need to Know!!
(45 - 90 minute workshop)

Topics include:

- *HEART™ Concept* - the backbone of organizing
- *The Untamed Wilderness* - A woman's closet and/or The Kitchen (Heart of the Home)
- *Hot Spots*
- *Planning for Success* - managing your family's paper and the Hotfile™

Heart of the Matter™ - Donna Schmidt & Rhonda Erb - 1-866-214-6004 - www.heartofthematter.ca