

**The Southern Wordsmith** Daily Bulletin  
by **Chelsey Mears** on August 20, 2022

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# It's a beautiful day to be sober!

Too cliché? Maybe. Still true? Absolutely!

Remember whether you have 24 years, 24 months, or 24 hard-earned hours,  
today is the most important day of your recovery.



As you continue your recovery journey, it can become overwhelming to think about what lies ahead. But worrying about what comes next can be triggering. Remember, you never have to worry about tomorrow's sobriety because today is the only important day in your recovery. Today, try to focus on staying present and living in the moment while you continue to learn the skills that will better help you cope with the regrets of the past and the uncertainties of the future.

## Struggling with a To-Do List?

### Tips & Tricks to Accomplish More Tasks

If I had a nickel for every time I used drugs and alcohol to cope with all the stuff I had to get done, well, honestly, it'd be another nickel spent on more drugs and alcohol. Whether it's a project at work or chores at home, we all have a to-do list that needs to be done. And now you're in a recovery program that requires a lot of hard work and serious time investment. You might find yourself worrying about how to get everything done. Or you may just be so overwhelmed that nothing is getting done.

It may be beneficial to learn about time and task management; don't think about this as another addition to the endless to-do list. Instead, consider it an important tool to help you organize all the work you need to do. There are tons of resources out there to help you manage your time and tasks wisely, but here are a few of the key takeaways:



- Plan a set amount of time to complete tasks you frequently avoid. For me, it's the laundry; if I don't schedule a half hour to fold the laundry, that load will sit in the dryer for an embarrassing amount of time, usually until all the clothes are picked through and worn.
- Find simplicity in the complicated tasks. Instead of thinking about the entire report you must write, focus on the outline and add one component at a time. Build the work up step by step.
- Prioritize the work. I once complained to my sponsor that I had no less than 50 tasks on my to-do list; I was so overwhelmed I just wanted to take a nap. She told me to pick the 5 most important or time-sensitive tasks and focus only on completing them. Once those were done, I could pick more if I wanted. Don't forget: recovery work should ALWAYS be a priority.
- Break the Avoidance Habit. Avoiding unpleasant or unmotivating tasks comes at a cost. We rob ourselves of the feeling of accomplishment and the satisfaction of finishing the job. And procrastinating just pushes the overwhelming feeling that something still has to be done further down the road. As long as you keep avoiding

the task, you'll continue to view it negatively. Tackling the task now halts the reinforcement of future avoidance and strengthens the feeling of satisfaction from task completion.

Remember that these are just some simple tips to increase your productivity. Whether you accomplish 1 task or 10, what matters most is that you continue on your path of recovery. Learning practical time-management skills helped me feel more satisfied and rewarded along the way. Find and use the tools that are most effective for you on your journey.

## Still unable to get the work done? There's an app for that!

### TRY THESE 8 PRODUCTIVITY APPS

Top 8 Apps to improve time & task  
management from <https://www.lifehack.org/>

#### 1 RESCUE TIME

RescueTime helps you avoid being overwhelmed by too many tasks. Aside from its automatic time-tracking feature, this app also has distraction blocking and efficiency report tools.

#### 2 REMEMBER THE MILK

Beyond syncing everything to one list, this app will help you to manage your tasks easily and reminds you of them. It's one of those great free time management tools that can connect with your mobile, computer, Gmail, Outlook, and more to streamline tasks.

#### 3 FOCUS KEEPER

This Pomodoro Technique app is one of the best time management tools around as it demands intense focus for a brief period of time. It is aimed at individuals who procrastinate and feel overwhelmed by tasks in particular. It has a simple, efficient user interface that is easily customizable based on your needs, making it another one of the excellent time management apps on our list.

#### 4 TOGGL

Effective time management starts with being clear on exactly how much time you actually spend on your projects and tasks. Toggl includes great time-saving features integrated with its intuitive interface. This is a great alternative to time sheets if you need to track how much time you spend on different projects.

#### 5 DROPBOX

There are many apps that allow you to transfer content from your computer to other devices, but Dropbox is free and it is easier to use than the others. With the Dropbox app, you can even access and share important files on the go. It is an easy way to share your files and documents with others for improved productivity.

#### 6 EVERNOTE

Evernote is a free productivity tool that allows you to capture all your ideas, thoughts, and images in many different ways (e.g., with voice, notes, or images). You can even record your meetings, interviews, speeches, and ideas, create lists, add voice or text attachments, and share your files with friends. You can also sync Remember The Milk with Evernote to better optimize your time.

#### 7 MINDNODE

Mindnode is one of the best free mind mapping apps available that can do just that. It helps you to become more organized by focusing your thoughts – thereby gaining clarity on what needs to be done. We consider it an excellent addition to time management apps lists as it allows you to customize various visual tags and templates to suit your needs.

#### 8 MY LIFE ORGANIZED

Excellent time management techniques entail to-do lists and having a system to manage your tasks. MyLifeOrganized is one of the best time management apps for focused work. It automatically generates to-do lists with priority actions for your immediate attention so that you can track your progress methodically.

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TODAY'S  
TWEET

← Tweet



✨❤️ The Feminist Sober Ba...  
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TODAY'S  
SHARE

“Today I’m thinking about the 2 years that I worked for the State Fair. We traveled to a new place every 10 days or so which meant brand new bars that I wasn’t banned from. It also meant I could get a case of Budweiser at 10 AM without the worry of long-term judgement

from the clerk. I mean, I'd have done that in my hometown too but that's neither here nor there. The point is by the time the fair opened at 6 PM each night, I was well past lit and on my way to staggeringly drunk. Sometimes I would lean against the rail of the ride to keep from swaying. I PUT CHILDREN ON THESE RIDES THAT I WAS OPERATING! Looking back now, its obvious I was much more suited to dress up as a clown; I was already a walking joke. All I needed was the giant shoes."

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TODAY'S  
SURVEY

**SURVEY:**

Do you track your sobriety? If so, how?

☐ Using apps like SoberBuddy & Nomo

☐ Through Daily Journaling

☐ On a calendar

☐ Another way (tell us about it!)

☐ What day is it again?

That's it for today!

But if you feel like something is missing, contact us to share your suggestions.

We value your opinion and want to hear from you!

Oops! Did we leave you wanting more? Visit us at [www.thesouthernwordsmith.com](http://www.thesouthernwordsmith.com) for more information, resources, and additional sobriety content. New to the recovery crew? Catch up on all the shenanigans you've missed in our previous bulletins [here](#)!



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