

MaxTips!

Productive to the Max

Productivity

Performance

Profitability

If it can wait, let it wait. Sometimes...

Sometimes our best laid plans go astray. Life intervenes in our day-to-day plans and prevents us from achieving deadlines or goals. No matter how much we plan, prepare or try to prevent, it just isn't going to happen.

That happened with *MaxTips* this month. While in the process of expanding Productive to the Max, we bought a condo, staged and sold our house (all in 10 days) and welcomed a new baby granddaughter born in another city. The anticipation, angst, negotiating, organizing and arranging while running a full-time business was a bit overwhelming. But it got done, with great results.

Then I was faced with a MaxTips deadline and no energy, time or ideas to generate.

What to do? Here were my choices:

1. Acknowledging that it will not get done and losing the guilt.
2. Delegating it to someone else.
3. Completing only one section of the project to keep focused and sending a shorter version.
4. Finding an alternative method to communicate. For example, just sending a quick email explaining the situation and offering a later deadline.
5. Letting it wait, if it can wait.

So I have chosen a middle ground. I have acknowledged that it will not get done and feel a great sense of relief. I do not for a minute feel guilty about snuggling with my new granddaughter for the next few weeks of her life and supporting my daughter.

I am sending you a shorter version of *MaxTips* with some quick tips for Productivity, Performance and Profitability. Enjoy and next month we will be back in full tilt

Copyright © 2010 Productive to the Max Ltd. All right reserved
Visit www.ProductivetotheMax.com for Reprint Permission Information

Tel. 613.594.4533 | Fax 613.594.8339 | info@productivetothemax.com | www.productivetothemax.com
513 Westminister Avenue | Ottawa, Ontario | K2A 2T9 | Canada