



## Food and Meals

- Meal planning \_\_\_\_\_
- Creating a grocery list \_\_\_\_\_
- Shopping for groceries \_\_\_\_\_
- Making breakfast \_\_\_\_\_
- Making lunches \_\_\_\_\_
- Cooking dinner \_\_\_\_\_
- Cleaning up after meals \_\_\_\_\_
- Making sack lunches \_\_\_\_\_
- Planning and orchestrating dinner parties \_\_\_\_\_
- Keeping up with coupons \_\_\_\_\_
- Feeding the baby or young children \_\_\_\_\_
- Organizing the pantry \_\_\_\_\_
- Planning and taking food to special functions \_\_\_\_\_
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## Family and Friends

- Caring for small children \_\_\_\_\_
- Arranging for child care \_\_\_\_\_
- Taking/picking up/arranging school transportation \_\_\_\_\_
- Bathing the kids \_\_\_\_\_
- Reading to the kids \_\_\_\_\_
- Putting the kids to bed \_\_\_\_\_
- Researching and registering kids for activities \_\_\_\_\_
- Transporting kids to practices \_\_\_\_\_
- Helping with homework \_\_\_\_\_
- Purchasing school supplies \_\_\_\_\_
- Teaching kids right and wrong \_\_\_\_\_
- Disciplining kids \_\_\_\_\_

- Planning creative activities for kids
- Monitoring television, music, and the Internet
- Scheduling play days
- Teaching manners and social skills
- Taking kids to the doctor and dentist
- Overseeing college testing/application process
- Traveling to visit potential colleges
- Arranging family outings
- Arranging date nights with spouse
- Caring for aging parents and in-laws
- Keeping up with extended family
- Buying presents for relatives and friends
- Sending greeting cards
- Writing thank-you notes
- Caring for pets
- Overseeing relationships with neighbors
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**Finances**

- Periodically reviewing family's financial priorities
- Organizing bills
- Paying bills
- Balancing bank account
- Selecting appropriate investments
- Establishing credit
- Creating budgets
- Researching and buying insurance
- Working with attorney to update will
- Creating saving plans for big things like college

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- Shopping for best deals \_\_\_\_\_
- Filing health-insurance claims \_\_\_\_\_
- Keeping up with receipts \_\_\_\_\_
- Keeping home office supplies stocked \_\_\_\_\_
- Dispersing children's allowances \_\_\_\_\_
- Selecting appropriate charities \_\_\_\_\_
- Organizing tax information; filing return \_\_\_\_\_
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**Special Events**

- Planning and coordinating birthday celebrations \_\_\_\_\_
- Planning and coordinating Thanksgiving and Christmas \_\_\_\_\_
- Planning and coordinating other holidays and celebrations  
such as Valentines, Easter, Fourth of July, graduation,  
baby showers, and family reunions \_\_\_\_\_
- Decorating for holidays \_\_\_\_\_
- Organizing neighborhood activities \_\_\_\_\_
- Planning and orchestrating vacations \_\_\_\_\_
- Planning and overseeing garages sales \_\_\_\_\_
- Buying gifts \_\_\_\_\_
- Keeping gift-wrapping center stocked \_\_\_\_\_
- Planning weekend outings \_\_\_\_\_
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**Time and Scheduling**

- Overseeing family calendar \_\_\_\_\_
- Making dental and doctor appointments \_\_\_\_\_
- Scheduling after-school activities \_\_\_\_\_
- Coordinating carpools and rides for family members \_\_\_\_\_
- Orchestrating morning schedule \_\_\_\_\_
- Doing advance work for future events \_\_\_\_\_
- Helping children manage time \_\_\_\_\_
- Securing babysitters \_\_\_\_\_
- Overseeing evening schedule \_\_\_\_\_
- Dealing with bedtimes and curfews \_\_\_\_\_
- Responding to invitations \_\_\_\_\_
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**Self Management**

Taking care of oneself physically, spiritually, mentally, emotionally,

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