the 30-day #CreativeCleanse

>>> Adult homework. What fun!

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THE NEXT 30 DAYS OF WONDERFUL

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◯ Day 1: Assess your sitch + make goals.
◯ Day 2: Clean your computer desktop.
◯ Day 3: Delete unnecessary files from your computer
◯ Day 4: Delete unused media from your website and blog folders.
◯ Day 5: Refresh your about page.
◯ Day 6: Clean and organize your email.
◯ Day 7: Declutter your physical workspace.
◯ Day 8: Organize your client/project process.
◯ Day 9: Analyze each pending project for the time + emotional commitment vs. the value it adds.
◯ Day 10: Excuse yourself gracefully from any pending projects/commitments that are going to drain you.
◯ Day 11: Create organized folders for each client/project.
◯ Day 12: Clear out your blog of stuff that doesn't really fit your brand anymore.
◯ Day 13: Audit your current services and products.
◯ Day 14: Analyze your brand image for anything that needs to be refreshed/replaced.
◯ Day 15: Set up an accounting system that works for you.
◯ Day 16: Clean up, analyze, and finalize your vision + mission statement.
◯ Day 17: Delete apps on your phone that you don't use.
◯ Day 18: Donate clothes and accessories that don't fit your creative/professional image or that you don't use.
◯ Day 19: Donate or recycle any old tech/tablets/phones/supplies/tools that you do not see yourself using.
◯ Day 20: Make a list of the business goals you want to accomplish by this time next year.
◯ Day 21: Audit the people you follow on Twitter, Instagram, and Pinterest, etc.
◯ Day 22: Unsubscribe from email lists that you haven't read in months and that never seem to say anything valuable/relevant to you.
◯ Day 23: Update the descriptions of all your social media profiles.
◯ Day 24: Audit your static website pages.
◯ Day 25: Audit your boards on Pinterest.
◯ Day 26: Audit your recent/prevalent social media links.
◯ Day 27: Audit your Facebook and Google+ page.
◯ Day 28: Clean out your work bags or briefcases.
◯ Day 29: Develop a custom version of daily, weekly, monthly, quarterly, and yearly tasks checklists for your business.
◯ Day 30: Discover/develop a calendar system that you will actually use.