DO YOU FIND IT DIFFICULT TO GET THOSE CROCHET PROJECTS COMPLETED IN A TIMELY MANNER? ALL IT TAKES IS A LITTLE ORGANIZATION AND MORE EFFICIENT TIME MANAGEMENT TO GET THE JOB DONE!

I often hear people say, “there aren’t enough hours in the day to get it all done.” While some things on the to-do list might include unexpected curve balls or those pesky items that may stay for awhile on the procrastinator’s list, there is a way to get the most done in a 24-hour day. And, in my book, the real reason to try to get things done is so that we can spend time doing the things we love with the people we love.

Nike sums it up best with their “Just Do It” slogan which speaks to the project manager in us all. Of course, we all know, “Just Do It” is easier said than done. Before we can “Just Do It,” we have to set up our projects correctly so they are built for speed and efficacy.

This means thinking about what is required to be successful as well as the types of “speed bumps” that can keep a project far from completion.

Here are the most common project clogs to watch for:

**“FEATURE CREEP”**

This is the disease of “we can make it better.” Whether this is a home improvement project or a scarf and hat you are crocheting for a gift, there comes a time in every project when it’s time to silence the critic in your head and finish the project. In both cases, if you freeze where you are in the project and look at what you want to improve, in most cases, those improvements are actually another project. So, finish what you are doing, and save your future ideas for the next project.

**MULTITASKING**

People work quickly and efficiently when they work on one task to its completion, and they don’t juggle multiple tasks simultaneously. If you are working on multiple projects, it’s best to set aside blocks of time to focus on one task at a time.

**OVER SCHEDULING**

We all need to take care of our basic living needs, such as dentist appointments, grocery shopping and so on. We often overextend ourselves while dealing with life’s day-to-day necessities, but we also have a need for socialization, connection with family and time to relax and unwind.

Crocheting is a great way to relax and soothe the senses, and it also gives your brain time to unwind. Finishing your project shouldn’t be stressful. It should feel like a treat that you enjoy and you deserve that time to yourself. Make yourself a daily or weekly appointment to just focus on finishing your project.

**CHAOTIC WORK ENVIRONMENT**

For optimum efficiency in getting your crochet projects done, you should only have items in your crochet work area that pertain to the current project you are work-
EAT TO SUCCEED

Are you thinking “What does this have to do with crocheting?” It all comes back to stress management. Eating well and exercising contribute to a sharper mind, as well as the ability to focus and plow through your project.

The less attention you pay to your body, the more your mind will suffer, so pay attention to what you’re eating. It’s not complex—it’s just a matter of focusing on the good guys and staying away from the bad guys.

MOVE AND BREATHE

If you want to achieve your full potential and be as successful as you can be, you need to spend at least one half hour per day exercising—an hour is even better. Walking, swimming, hiking all count towards providing your body with the movement it deserves. Of course, if you don’t already have an exercise routine, check with your doctor before you start one.

The way you breathe can put your mind into a state of peak performance. In the Cheetah PMP Class, we teach a breathing technique called alternative nostril breathing. To do this, use your thumb to close one nostril, and then exhale. Inhale, hold that breath, release that thumb and use your middle finger to close the other nostril. Exhale and repeat alternating between the two nostrils.

DONE!

Packing more than 24-hours worth of projects into a single day takes a lot of planning, strength and focus. By removing the obstacles and distractions, taking care of yourself both mentally and physically, and prepping your work area for success, you can turn “Just Do It” to “Done!” Enjoy your sense of completion and especially cherish the time you carve out to crochet and let the worries of the world pass you by.

ABOUT THE AUTHOR

Michelle LaBrosse, PMP, is the founder of Cheetah Learning and Cheetah Negotiations and Cheetah Project Management. The Project Management Institute, www.pmi.org, recently selected Michelle as one of the 25 Most Influential Women in Project Management in the World, and only one of two women selected from the training and education industry.

Michelle’s articles have appeared in over 100 publications from around the world. Her monthly column, “Know How Network,” is carried by 400 publications, and her monthly newsletter subscription list includes more than 50,000 people.

Michelle has grown her company 100 fold in the past 20 years, and she credits her success to using the Cheetah Project Management method to better manage both people and technology. Michelle’s mission is to help people achieve great results FAST, by making it fast, easy and fun to learn and do Project Management. CI