Best Damn Web Girl

Step 1:: Marie's 10 Minute Brain Dump

Spend 10 minutes writing down everything you're thinking about.

Step 2:: Out of Your Control

Mark through everything on the list that you have NO control over.

Step 3:: "Meh"

Mark through the nonsense, you know you won't do it anyway, get it off your list of clutter!

Step 4:: Tackle It

Now here's a list of things you can actually focus on and get done.