

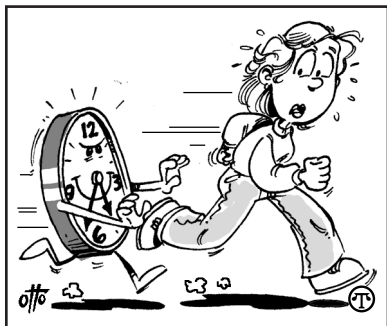
# SIMPLIFY YOUR LIFE

## Time-Saving Tips To Help Make Life Easier

(NAPSA)—Stressed out? Feeling frazzled? Need more time? Although there's not a lot you can do about the passing of time, there are steps you can take to make life easier. Sometimes, injecting a little common sense into everyday life can help in reducing stress and putting a bit of order back into a hectic day.

To help put time back on your side, SCOTT Products' first-ever Chief Common Sense Officer (CCSO) and mother of two, Samantha Graziadio, has put together a number of time-saving tips, which can be viewed online.

As an example, Graziadio advises to remember to take one day at a time. Realize that sometimes getting everything done in one day is not as important as doing the things you can get done well. "People run around crazy trying to get things done," says Graziadio. "Slow down. Do one thing, and do it well. The rest can wait."



**America's first Chief Common Sense Officer, Samantha Graziadio, shares time-saving advice.**

As the nation's first-ever CCSO, Graziadio will be championing the common-sense cause for one year, sharing her common-sense views and tips online. For more helpful tips and tricks, check out [www.scottcommonsense.com](http://www.scottcommonsense.com). Beginning June 27th you will even be able to post a few tips of your own.

### Quick Tips To Help Save Time

- Learn the layout of the stores where you shop, and write lists according to the order of the store. Also, sometimes make it a point to browse hard-to-find items, and then make mental notes so you'll be able to locate them again.
- Store items where they will be used (e.g., tablecloths in the dining room, etc.).
- Put measured coffee into coffee filters, then store in the can for quick, easy access when company arrives.
- Alphabetize spices. This saves lots of time, especially when you're making a grocery list and need to see if you're out of something.
- Store similar items, such as all baking goods, or all soups and soup mixes, together. That way, you won't waste time rummaging through your cabinets.
- Put negatives in a photo album behind the first picture from the roll so that when someone asks for a reprint, you can easily locate the negative.
- Have one junk drawer only. Everything else should have its own place. If you always have one place for pens, pencils, tape, etc., you'll save search time. Search time equals wasted time, which does not add up to common sense.
- For more helpful tips, visit [www.scottcommonsense.com](http://www.scottcommonsense.com).

