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MAKE THE HOLIDAYS EASIER WITH LISTS!

Writing lists is part of being organized all year round. But it comes in especially handy during the holiday season. And it's not just for shopping. This article will show you how lists can help you be more thoughtful and efficient with your time *and* gifts!

WISH LIST

Make a list of all those items you would like to receive as gifts. Then, when someone asks you what you want, you'll have the list ready to email or hand out. You might just be able to avoid being the recipient of the "hmm" and "uh, thanks" gifts this year. You'll be able to say "Yippee" and "Hooray" instead!

CARD LIST

Start compiling a list of everyone you'd like to mail a holiday card to this year. Add to this list as you receive cards, too. Just make a note of the return address on cards you receive and that will be a foolproof way to ensure those that thought of you first aren't forgotten in the rush.

THANK YOU LIST

As you open and receive gifts (hopefully ones from your Wish List), make a note of who the gift is from. When it comes time to write thank you notes, the task will be a breeze.

HOLIDAY REFERENCE LIST

Create a master list of each gift you give and receive this year to use as your master reference list for the next holiday season. Having this master list will help you avoid buying duplicate gifts as well as trigger ideas for the next season.

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