



SELBST
MANAGEMENT ROCKS

...
**STRESSLESS
CHRISTMAS
TODO-LIST** ...

EARLY NOVEMBER

- Reservation for a restaurant (in case you want to eat out over the holidays)
- In case you want to travel (booking: tickets, hotel, ...)
- Create a list of people you want to give presents to (ask for specific wishes)
- Gather gift ideas and create a list
- Prepare recipes for Christmas pastries
- Order some christmas cookies (if you don't want to bake them yourself)
- Order or buy christmas decorations (ideas can be found at the end of this PDF)
- Define who you want to invite over the christmas holidays and send out invitations
- Request vacation over christmas, or block calendar
- Planning a christmas cleaning

MID NOVEMBER

- Buy ingredients for your christmas pastries
- Order or purchase gifts (enter dates in the calendar)
- Get an advent calendar
- Make an appointment at the hairdresser's
- Getting cards and stationery for christmas mail



END OF NOVEMBER

- Advent wreath tinker or buy
- Provide packaging material (paper, bows, boxes, tags)
- Geschenke verpacken
- Wrapping gifts
- Baking christmas cookies
- Put up your christmas decoration
- Select your christmas playlist
- Send your overseas gifts
- Consider a program for the children on christmasday & get tickets if needed.



3 WEEKS BEFORE CHRISTMAS

- Set & pre-order christmas dinner
- Christmas cleaning
- Get an advent calendar
- Get gift vouchers for emergency presents
- Buy non-perishable food and beverages for the christmas holidays



2 WEEKS BEFORE CHRISTMAS

- Sending your christmas mail
- wash or clean your clothes for Christmas (or have them cleaned)
- Christmas tree stand - check decoration and fairy lights, or get some if needed



1 WEEKS BEFORE CHRISTMAS

- Buying food for the holidays
- Christmas tree shopping
- Check the batteries of your video camera and camera
- Clean up your apartment/house
- Check church service times



SHORTLY BEFORE CHRISTMAS

- Send christmas greetings via WhatsApp or mail
- make sure drinks are kept cool
- Cooking christmas dinner
- decorate your christmas tree
- Place gifts underneath your tree
- Prepare your dinigroom for christmas dinner
- Prepare some christmas music
- If you use burning candles: Prepare a fire extinguisher or bucket of water in case of emergency



DECORATION IDEAS FOR CHRISTMAS

LED candle arch with timer and platform "Christmas village in the Erzgebirge"

Red Christmas Berries

Advent calendar to fill yourself

LED candles (very realistic)

Later indoor & outdoor

Advent wreath to decorate yourself

fluffy blanket for cold days

LED Christmas Star

Christmassy bottle cover (perfect for wine)

