

FAMILY & CONSUMER SCIENCES

COOPERATIVE EXTENSION

 University of
Kentucky
College of Agriculture,
Food and Environment



Cooperative Extension Service

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IN THIS ISSUE

Nutrition Notes, Gaye Hutchison, EFNEP Assistant.....	Page 2-3
Extension Homemaker Clubs & Blood Drive.....	Page 4
Upcoming Classes & Meetings.....	Page 5
County & Club Officer Meeting.....	Page 6
Passport Program & Just Down the Road Trip	Page 7
Therapeutic Venues - Seth Hart, Community Arts Assistant.....	Page 8
Cooking Thru The Calendar & Leader Training	Page 9
Joy McGinnis, FCS Program Assistant-Cleaning Your Grill.....	Page 10
Being Active, Beat the Heat, & Sunscreen Safety	Page 11
Quilt Show & Volunteer Service Hours.....	Page 12
Homemaker Cookbook & Community Service Projects.....	Page 13
Bacon & Tomato Dip Recipe.....	Page 14
Enclosures: Project Helping Hands & Project Wish List Information Moneywise, Volume 13, Issue 7 Cookbook Recipe Form	

 Hot July brings cooling showers, apricots, & Cillyflowers-Sara Coleridge 

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LEXINGTON, KY 40546



Disabilities
accommodated
with prior notification.



Nutrition Notes.....

(Alta) Gaye Hutchison,
EFNEP Assistant

(Expanded Food and Nutrition Education Program)

July 2022

Nutrition

Education

Program

Calendar Recipe

GARDEN FRESH TOMATO PIZZA



From our Garden,
Farm, or Farmer's
Market—Fresh
Grown Tomatoes—
we love you!



- 2 large or 3 medium tomatoes, sliced into 1/4- to 1/2-inch slices and halved
- Salt
- 1 (6.5-ounce) package pizza crust mix
- 2/3 cup low-fat ricotta cheese or low-fat, low-sodium cottage cheese
- 1 cup shredded mozzarella cheese
- 1 teaspoon garlic powder
- 2 tablespoons dried basil or 1/3 cup fresh, chopped
- Nonstick cooking spray
- 2 teaspoons olive oil
- 1/2 small red onion, thinly sliced and separated into rings
- Black pepper
- Balsamic vinegar (optional)

1. Wash hands with warm water and soap, scrubbing for at least 20 seconds.
2. Gently scrub the tomatoes and red onion with a clean vegetable brush under cool running water before preparing them.
3. Preheat oven to 475 degrees F.
4. Place a layer of paper towels on a baking sheet or tray and arrange tomato slices on top. Sprinkle with salt. Cover tomatoes with a layer of paper towels. Set aside to allow juices to draw out.

5. Prepare crust according to package directions. Set aside to rise.
6. In a small bowl, mix ricotta (or cottage) cheese, mozzarella cheese, garlic powder, and dried basil. (If using fresh basil, refer to step 10.) Set aside.
7. Prepare a pizza pan (or baking sheet) by spraying with nonstick cooking spray. Pat out the pizza crust to cover the bottom of the pan. Brush crust with olive oil. Place in the oven and bake for 8 minutes.
8. Remove crust from oven. Spread the cheese mixture in a thin layer on top of the crust. Add onion and tomatoes in layers on top of the pizza crust. Sprinkle with black pepper.
9. Return to oven and bake an additional 12 to 15 minutes until golden brown.
10. If using fresh basil, sprinkle on top after pizza bakes. Drizzle with balsamic vinegar if desired.
11. Allow the pizza to rest 5 minutes. Cut pizza into 6 slices. Serve hot.
12. Store leftovers in the refrigerator within 2 hours.

Makes 6 servings
Serving size: 1 slice
Cost per recipe: \$9.68
Cost per serving: \$1.61

Nutrition facts per serving:
230 calories; 8g total fat; 3.5g saturated fat; 0g trans fat; 20mg cholesterol; 320mg sodium; 27g total carbohydrate; 1g dietary fiber; 4g total sugars; 0g added sugars; 12g protein; 0% Daily Value of vitamin D; 20% Daily Value of calcium; 10% Daily Value of iron; 4% Daily Value of potassium.

Source: Brooke Jenkins, Extension Specialist, University of Kentucky Cooperative Extension Service

TOMATO BASIL AND BEAN PASTA SALAD

GROCERY LIST

- Dry tricolor spiral pasta (need 1 pound)
- Vinegar
- Dijon mustard
- Fresh basil leaves (need 1 cup, chopped)
- 3 tomatoes
- Kidney beans
- Mozzarella or provolone cheese
- Walnuts

MAKE IT A MEAL

- Grilled chicken
- **Tomato Basil and Bean Pasta Salad**
- Fresh peach slices
- Low-fat milk

TIP

Keep food safety in mind — keep hot foods hot and cold foods cold.



- 1 pound tricolor spiral pasta
- 2 tablespoons vegetable oil
- ¼ cup vinegar
- 2 teaspoons Dijon mustard
- ¼ teaspoon pepper
- 1 cup fresh basil leaves, chopped
- 3 large tomatoes, coarsely chopped
- 1 cup cooked (or canned, drained, and rinsed) kidney beans (or try garbanzo beans or black beans)
- 1 cup mozzarella or provolone cheese, cubed or shredded (optional)
- ½ cup walnuts, chopped (optional)

1. Cook pasta according to package directions. Drain and cool.
2. In a small mixing bowl, whisk together vegetable oil, vinegar, Dijon-style mustard and pepper to make vinaigrette.
3. In a large mixing bowl, mix pasta, beans, basil and tomatoes. Pour

vinaigrette over top and toss together. Cover and chill at least 1 hour.

4. If desired, add cheese and nuts just before serving. Toss again to blend.

MAKES 12 SERVINGS

Serving Size: ½ cup

SOURCE: Adapted from USDA Recipe Finder

NUTRITION FACTS PER SERVING:

130 calories; 4 g fat; 0.5 g saturated fat; 0 g trans fat; 0 mg cholesterol; 95 mg sodium; 18 g carbohydrate; 2 g fiber; 3 g sugars; 5 g protein; 10% Daily Value of vitamin A; 8% Daily Value of vitamin C; 8% Daily Value of calcium; 6% Daily Value of iron



Extension Homemaker Club Meetings

Creative Characters - July 19th @ 1:00 p.m. - Downstairs Meeting Room

Mudslingers - July 25th & July 26th @ 12 Noon - Downstairs Meeting Room

Happy Chippers - July 28th @ 1:00 p.m. - Downstairs Meeting Room

**All other Homemaker Clubs will not be meeting in July and August.
They will resume their meetings in September.**

Blood Drive!

Tuesday, July 26, 2022

Aspire Center

Charity Homemaker Club 11:45 a.m.-3:00 p.m.

Sunnybrook Homemaker Club 3:00 p.m.-6:15 p.m.



**Thank you, Wayne County
Community**

Thank you for the 21 volunteer
donors who gave blood on
May 31st and helped save a life!



In-Stitches Quilt Class!

The In-Stitches Quilt class for July will be during Creative Days from July 21st-July 23rd.

There are several sewing options.



Our first annual Get Creative Days!

July 21st-July 23rd

Arts, Crafts, Sewing, Calligraphy, Pottery,
Barn Quilt Painting, Cooking & Much More!
Wayne County Extension Office



2022-2023 Officers & Chairpersons

Please send us a list of your NEW Officers & Chairpersons for the 2022-2023 program year ASAP so we know we are contacting the correct people when needed.

Reminder to Clubs - PLEASE turn in your monthly reports! Any officer who needs new pages or a new notebook for our new program year, please let us know so we can get them ready for you.

Christmas Village Committee Meeting

The Christmas Village Committee Meeting has been scheduled for Thursday, August 18th, at 5:00 p.m. in the Small Upstairs Meeting Room. Clubs will be discussing the items from the last committee meeting. Come prepared to engage in planning and decision making for this year's Christmas Village.



Attention: Wayne County Extension Homemaker County & Club Officers for the 2022-2023 Program Year!

We would like to announce a new Leadership Recognition Program for **Officers Only!** We recognize that there is extra work and dedication when serving as an officer. We want to acknowledge all your devotion to the Wayne County Extension Homemaker organization. There will be special events, incentives, and rewards throughout the new program year! Our first event was lots of FUN! A big THANK YOU to Sharon Wood and her daughter, Jessica Lawson, for presenting the program!

Our SECOND Adventures Awaits will be August 25th at 6:00 p.m. in the Downstairs Meeting Room. We will be hosting an Autumn Make & Take & Taste Event for our County and Club Officers! Please call the Extension Office to reserve your spot so we can be prepared for you. Watch your mailbox for a special invitation and information. You must register so we can be prepared for you!





Passport Program!



Starting July 1st, we will be starting a new Passport Program! We will be traveling throughout the new program year doing educational learning adventure tours! To be eligible for the Passport Program, you must be a paid Wayne County Extension Homemaker Member (membership form and \$10 dues for the July 1, 2022-June 30, 2023 program year). For each "Trip" you will receive a STAMP in your Passport. There will be special rewards and incentives along the way and at the end of the program year for those who participate. Contact the Wayne County Extension Office for your Passport to a new year of Learning Adventures! *Clubs who do educational learning tours can be approved for special passport stamp with prior approval of your adventures!* Points will be awarded Passport Stamps and a special program will be held at the end of the program year. Our first adventure will be July 29th! **The Passports will not be available until after EXPO!**



Our Adventures Await! Just Down the Road Trip - July 29th



Join us for a trip Just Down the Road. Get to know a few of our local historical sites.

- Meet at the Wayne County Extension Office at 9:30 a.m.
- Guided tour of local museum and new exhibits - no admission fee, donations to the museum are appreciated.
- Lunch and tour at Historic Dunagan's General Store at Mill Springs - approximate pricing: Sandwich \$6 to \$8, sides & drinks \$1 each.
- Historic guided tour of Brown-Lanier House - included in your registration fee.
- For those who wish to make the trek, you will have time to visit the Historic Mill. Trail is laid stone for good accessibility but slightly steep.
- Refresh with ice cream at Conley Bottom Resort - approximately \$3 to \$5.

Call and reserve your spot! When you call to register, please let us know if you are riding in our vans or driving. Only 20 spots available in vans, first come first served. **If you are driving and taking others in your vehicle, you must be on our approved drivers list. See us for more details.**

Wear comfortable walking shoes. If you are an Extension Homemaker, you are encouraged to wear your t-shirt. Bring an umbrella in case of rain.

Registration Deadline: Monday, July 25th.

Registration Fee: \$5 includes Brown-Lanier House Tour and information packet. All other expenses are on your own.

Note: If you are a Wayne County Extension Homemaker, this trip will count towards your Passport Program!



Seth Hart,
Program Assistant
for Community Arts

Barn Quilt Painting Workshop

August 8th & 9th

5:00-8:00 p.m. EST

Each student will complete a 2 ft. x 2 ft. Quilt Block Painting. All materials and supplies will be provided. Cost is \$35.00. There is a \$5.00 discount for Homemaker Members.

Class Size Limit: 20 Spaces
Registration Deadline: August 1st.

BARN QUILT PAINTING WORKSHOP



- DESIGNED FOR ALL SKILL LEVELS
- ALL MATERIALS AND SUPPLIES WILL BE PROVIDED
- \$5.00 DISCOUNT TO HOMEMAKER MEMBERS
- PATTERN SIZE: 2 FT X 2 FT
- CLASS SIZE LIMIT: 20 SPACES

\$35.00

THIS PROJECT MAY TAKE TWO DAYS TO COMPLETE, DEPENDING ON THE COMPLEXITY OF YOUR DESIGN

MONDAY, AUGUST 08
&
TUESDAY, AUGUST 09

5:00 - 8:00 PM EST
(BOTH DAYS)



University of Kentucky
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REGISTRATION DEADLINE

Monday, August 01

PRE-PAYMENT REQUIRED

Due to limited spacing, our waiting list fills quickly. If you cancel, it must be one week prior to class in order to receive a refund. This will allow us adequate time to notify someone else who wants to join the workshop.



Wayne County Cooperative Extension Service

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Cooking Thru the Calendar!



Wayne County Extension Office
Downstairs Meeting Room @ 12 Noon
Recipe Demos & Taste Testing!
Free Classes!
Must register so we can be
prepared for you!
Call (606) 348-8453

- Monday, July 11th - Garden Fresh Tomato Pizza
- Wednesday, August 24th - Easy Baked Fish with Pineapple Salsa
- Monday, September 12th - Honey Mustard Chicken Tenders
- Monday, October 10th - Apple Spinach Salad
- Monday, November 14th - Sheet Pan Dinner
- Monday, December 12th - Cheese & Corn Chowder

Our Adventures Await!!

Leader Training: Will be 4th Tuesdays at 5:30 p.m. at the Wayne County Extension Office unless designated otherwise.

Everyone is welcome. Invite a friend or neighbor. You do not have to be an Extension Homemaker to attend. Please register to attend so we can be prepared for you. Some of these lessons are hands on and require materials and supplies.

Wayne County Extension Office 606-348-8453.

Upcoming Lessons:

- August 23rd - Saving Savvy with Grocery Lists & Coupon Apps
- September 27th - Elements & Principals of Art - Autumn Home Décor
- October 25th - Creative Containers - Managing Stress Eating





Joy McGinnis,
FCS Program Assistant

Cleaning Your Grill

Many of us enjoy the wonderful taste of food cooked on a grill, but cleaning the grill-not so much. Regular grill cleaning is important to help extend the life of your grill and for food safety purposes. Plus, it makes your food taste better. The easiest way to remember to clean your grill is to do so immediately after using it. This way, you don't forget about it, and you are not faced with a greasy, caked-on mess the next time you go to grill. You must have the right tools to properly clean your grill. These include a wire grill brush or other type of scraper, a 5-gallon bucket, durable gloves and disposable sponges and rags. You will also need warm water and dish soap, and/or a paste comprised of 1 cup of baking soda and 2 cups of vinegar. If you have a grill with exterior stainless-steel features, you'll want to add a stainless-steel cleaner or vinegar to your material list. After cooking, remove the food and allow the grill to continue to burn to remove residue. Once the residue has burned off, turn off the grill. When the grill cools but is still slightly warm, use your wire brush to remove any remaining debris on the grates unless your grates have a nonstick coating. If they do, use either a wood or heat resistant plastic scraper to clean your grates. If your grill still has a lot of residue, you may want to soak the grates and other removable parts in either warm water and dish detergent or a mixture of 2 cups of vinegar to 1 cup baking soda. If the grill components fit in your sink, they can soak there. If not, use a 5-gallon bucket. You can use your wire brush again after the grates have soaked. Allow grill parts to air dry before putting them back on your grill. Remember to wash your brush after each use. Use a disinfectant to clean surfaces like the grill's side table that may have had exposure to uncooked meat. Keep raw and cooked food separate by using different plates and utensils for each. Depending on the type you have, you may have additional cleaning considerations. Consult your owner's manual for more information.

Cleaning Your Grill Source: Sarah Hanks, Senior Extension Associate

Be Active Each Day!

Physical activity is an important part of everyday life. Adults need at least 30 minutes of physical activity each day while children need at least 60 minutes. Remember, having an activity buddy helps to motivate you and adds fun.

Enjoy the summer!





Being Active on the Beach



If you are heading to the beach, you don't have to give up on your regular physical activity. Walking on the sandy surface can be easier on your joints. Sandcastles and digging in the sand can work your upper body. Games like volleyball or paddleball are also great ways to stay active.

Source: NEP Physical Activity Tips, UK Cooperative Extension

Beat the Heat

To avoid heat-related illnesses, it is best to keep your body hydrated and be strategic about when to be in the sun. Drink plenty of water, even if you do not feel thirsty. Your body cannot cool down properly if you do not have enough water in your body. Water can be found in foods like watermelon as well. If you are doing any physical activity outside for over an hour, drink sports drinks. These drinks can replace some of the minerals that your body is losing through sweating. You should wear loose, lightweight, and light-colored clothing. Loose and lightweight clothing will allow your body to cool itself easier. A light-colored hat can be very helpful as well. Avoid exercise or physical activity in the hottest part of the day, usually from 11 a.m. until 3 p.m.

Source: NEP Physical Activity Tips, UK Cooperative Extension

Sunscreen Safety

Using sunscreen is the best way to prevent skin cancer and prevent or delay aging of the skin caused by being out in the sun.

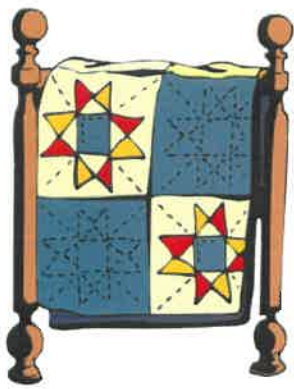
Follow these tips from dermatologists when applying sunscreen:

- Choose a sunscreen that has an SPF of 30 or higher, is water resistant, and provides broad spectrum coverage.
- Apply sunscreen generously 15 minutes before going outdoors.
- Adults need to use 1 ounce - enough to fill a shot glass - of sunscreen to fully cover their body.
- Do not forget to apply sunscreen to your neck, face, ears, tops of your feet, and legs.
- To stay safe from the sun, reapply sunscreen every 2 hours, or immediately after swimming or sweating.

For the best protection, stay in the shade and wear protective clothing, a hat with a wide brim and sunglasses, as well as sunscreen. To protect your lips, apply a lip balm with an SPF of at least 15.

Source: Natalie Jones, Family Health Extension Specialist





Quilt Show of the Little Mountains

Presented by: Contented Heart Quilt Guild, Inc.

September 2 & 3, 2022

"Celebrating Quilting Traditions"

Friday, September 2nd - 9 a.m.-5 p.m.

Saturday, September 3rd - 9 a.m.-6 p.m.

Admission: \$5.00

Children 12 & Under - Free

Location: Aspire Center, 225 N. Hwy 1275, Monticello, KY 42633

Expanded Vendor's Mall, Quilt Contest, Challenge Block Contest, Demonstrations,

Beautiful Double Irish Chain Raffle Quilt, Raffle Basket,

Door Prizes, and Bed Turnings

"Awesome Autumn" Challenge Blocks are available at the Quilt Shoppe downtown.

A brochure with a list of the quilt categories is also available.

Educational Day Trips

Plan an educational day trip with your Homemaker Club this summer! Make BIG plans for the 2022-2023 homemaker year! We are a service organization. Do not forget to plan community service projects as a club.



Volunteer Service Hours

Turning in your **Volunteer Service Hours** is very important to KEHA. Volunteer service hours from July 1, 2021-June 30, 2022 are due to the Extension Office no later than July 15, 2022. Extra forms are available at the Extension Office. Remember, your volunteer time does not have to be strictly for an Extension or Homemaker program. You can count the time you teach Sunday School, volunteer with the Historical Society, Woman's Club, feeding shut-ins, or anything you volunteer your time for.

You are needed and appreciated.

Thank you for your service in our community!



Wayne County Extension Homemaker Cookbook
Deadline: September 1, 2022
WE NEED RECIPES!!

This is the last call for recipes for the Wayne County Extension Homemaker Cookbook. We need more recipes to complete the cookbook. We want to have the cookbook published and ready to sell at the Christmas Village in November. We can ONLY do this if we have enough recipes to make a proper cookbook. PLEASE submit your recipes, as many as you like! Anyone who is getting this newsletter can submit a recipe. Recipe form enclosed with newsletter.

Community Service Project Opportunities

Project Helping Hands

We need your help with a community service project for the month of July! Please mark your calendars for July 12th @ 12:30 p.m. We need your **Helping Hands!** Please help us on the date listed above. We will meet at the House of Blessings to help them deep clean. Please call the Extension Office at 606-348-8453 to sign up.

Project Wish List

We will be collecting items on the "**Wish List**" during the months of June & July to help support our local high school Family & Consumer Sciences Class. Monies for needed class supplies are limited. Most of what they do have is in bad need of updating/and or replacing. Let's all pitch in and see if we can fill their classroom "**Wish List.**"

More information concerning the above projects along with a copy of the "**Wish List**" is enclosed. ***Participation in these community service projects can count as volunteer service hours and earn you some double points in your passport log!*

Bacon & Tomato Dip

Ingredients:

- 1 cup fat free sour cream
- 1 cup low fat mayonnaise
- 2 large tomatoes, diced, reserve excess juice
- 4 slices bacon, cooked crisp & crumbled
- 1 teaspoon garlic powder

Directions:

- Combine all ingredients.
- Add reserved tomato juice until dip reaches desired consistency.
- Serve with fresh vegetables or reduced fat crackers.

Yield: (16) 2 tablespoon servings

Tomatoes are rich in nutrients that promote good health, including fiber and vitamins C and A. Source: Plate It Up KY Proud, UK Cooperative Extension <https://fcs-hes.ca.uky.edu/recipe/bacon-and-tomato-dip>



Fun Facts About July

- The month of July is named after Roman leader, Julius Caesar.
- The hottest temperature every recorded was in Greenland Ranch, California on July 10th, 1913. The thermometer soared to 134 degrees F. It was hot enough to fry an egg on a rock in seconds!
- On July 4, 1776, the original 13 colonies of the U.S. declared its independence from the British.
- July's official birthstone is the red ruby.
- July is represented by two flowers, the water lily & the larkspur.
- July is National Ice Cream Month, National Chocolate Month, National French Fry Month, and National Hot Dog Month.

Debbie Shepherd

Debbie Shepherd, CEA FCS
Wayne County Extension Agent
for Family & Consumer Sciences
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DS/vm



Wayne County Cooperative
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We Grow
Families.
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Community Service Project Opportunities!

***Participation in these community service projects can count as volunteer service hours and earn you some double points in your passport log!*

We need your help with a community service project for the months of June & July!

Project Helping Hands

Please mark your calendars for June 27th & July 12th at 12:30 p.m.

We need your **Helping Hands!** Please help us on the dates listed above. We will meet at the House of Blessings to help them deep clean. They are in desperate need of **Helping Hands**. Many hands make light the work. We will go as group these two days to lend our **Helping Hands**.

Please call us at the Extension Office and sign up ~ Many thanks for lending your Helping Hands!

Project Wish List

We will be collecting the items on the **“Wish List”** below during the months of June & July to help support our local high school Family & Consumer Sciences Class. Monies for needed class supplies are very limited. Most of what they do have is in bad need of updating and/or replacing. Life skills that are taught in these classes are essential to our young people. Let's all pitch in and see if we can fill their classroom **“Wish List.”** We will deliver items the first part of August in time to get ready for students to return to the classroom.

Please bring your donated items to the Wayne County Extension Office ~ Thank you so very much for supporting our students!!

WISH LIST

Dishtowels

Aprons

Potholders

Whisks (12)

12 - 8 X 8" Cake Pans

12 - 9 X 13" Cake Pans

Storage Container Sets (6)

Plastic Mixing Bowl Sets (6)

Cooling Racks (6)

Manual Can Openers (5)

Pastry Blenders (6)

Pastry Mats (6)
Drainers/Colanders (6)
Ice Cream Scoop (6)
Cupcake Decorating Kits (6)
Swiffer Sweeper with Refills
Broom/Dustpan
Crockpots (3)
Silverware Sets (6)
Measuring Cup/Measuring Spoon Sets (6)
Large Plastic Storage Bins (4)

Always needed:

Aluminum Foil
Disposable Plates
Disposable Forks
Ziplock Bags
Laundry Detergent
Dishwashing Detergent
Sanitizing Spray
Baking Mix
Flour
White Cake Mix
Shortening
Garbage Disposal Sanitizer
Poster Board
Coloring Pencils/Markers
Scissors
Rubber Bands (For Hair)
** Nacho Cheese
** Salsa
** Straws
** Packs of Water
** Milkshake Cups/Domed Lids ([Amazon.com: \[40 Sets - 24 Oz\]](https://www.amazon.com/dp/B073333333)
[Crystal Clear PET Plastic Cups with Dome Lids & Straws for Iced Coffee, Cold Drinks, Milkshake, Slush Cup, Smoothy's, Slurpee, Party's, Plastic Disposable Cups: Health & Household](https://www.amazon.com/dp/B073333333))
** Nacho serving tray ([Avant Grub Anti-Spill Disposable Plastic Nacho Tray with Dual Compartments, 100 Pack - Walmart.com](https://www.walmart.com/dp/B073333333)
** Would be extremely helpful. Website just listed for examples.



MONEYWISE

VALUING PEOPLE. VALUING MONEY.

VOLUME 13 • ISSUE 7

Wayne County Extension Office | 255 Rolling Hills Blvd. | Monticello, KY | 42633 | (606) 348-8453

THIS MONTH'S TOPIC:

TIPS TO INCREASE PRODUCTIVITY AND STOP PROCRASTINATING

The biggest obstacle to getting things done is often procrastination. Procrastination means avoiding a task (or even several tasks) we should be focusing on. There are four general reasons we procrastinate:

- **Emotional procrastination.** We can use procrastination to try to soothe our emotions about a task. People may feel frustrated or bored with a task, anxious about the end results, or insecure about being able to complete the project successfully. Fear of failure adds stress that can fuel procrastination.
- **Physical procrastination.** When we don't feel the best physically, it's hard to be productive. Being hungry, tired, or sick makes it hard to focus. By looking at our physical state, we can see if any underlying factors are halting our productivity.
- **Procrastination as protection.** When our bodies experience stress, we want to protect ourselves. Maybe you've heard of the fight, flight, or freeze response to perceived danger. Today, our bodies think work stressors are as "dangerous" as attacks by wild animals were to our ancestors. Procrastination, in the short term, protects us from emotional or physical "dangers" associated with whatever task we



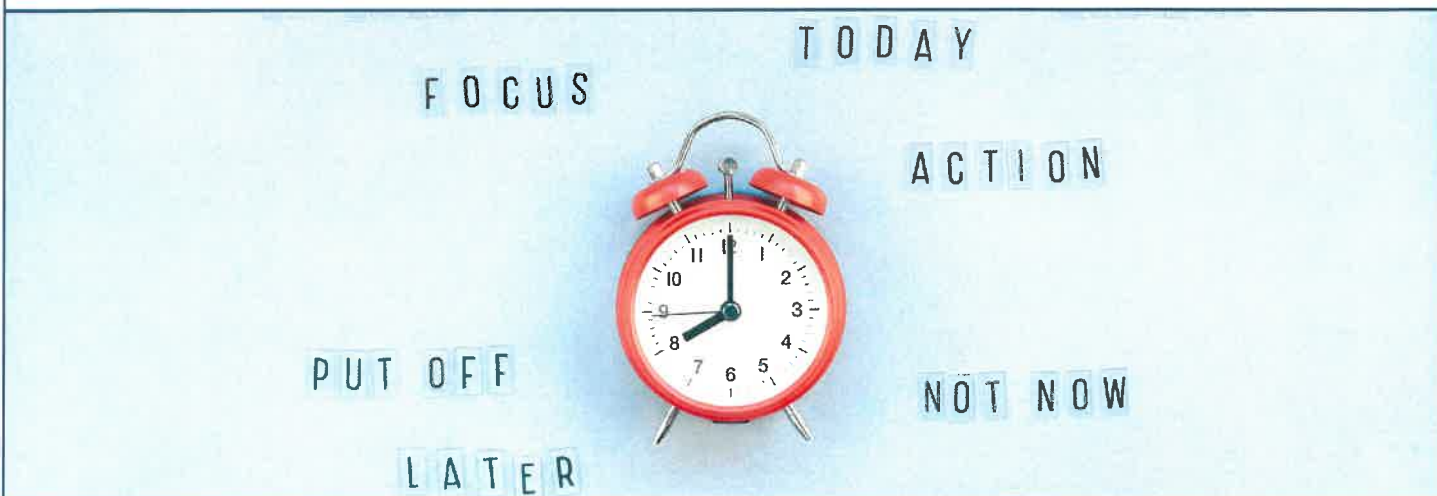
are putting off. Procrastination is an example of the freeze response as it helps us avoid feeling anxious or overwhelmed.

- **Procrastination from uncertainty.** Sometimes we put off tasks because the directions are unclear. We might delay a task or project because we don't have enough information, resources, or guidance. Perhaps this is your first time working on a topic and you are not sure where to start. When working on something new, it may be frustrating or confusing, especially without proper training or instructions.

Of course, sometimes we may dread a task simply because of what it is, such as cleaning or paperwork. It is common to put off chores that do not hold our interest, even if they are simple or necessary.



LIKE OTHER BAD HABITS, WE MUST BREAK THE CYCLE OF PROCRASTINATION INTENTIONALLY



COMBATING PROCRASTINATION

Like other bad habits, we must break the cycle of procrastination intentionally. To replace unproductive behaviors with more efficient ones, we must choose better routines. One method for breaking this cycle is to look at our urge to procrastinate when it first appears. What is causing you to procrastinate? Are you overwhelmed by expectations or confused by instructions for a project? Are you hungry, angry, lonely, tired? What about bored or stressed? Once you have an idea of what is fueling your procrastination, you can better fight it.

PITFALLS OF MULTITASKING

Multitasking may also be stalling your productivity. Research suggests that multitasking keeps our brains from deeply focusing on one topic. It is like our minds go to commercial break before the show's plot has time to fully develop. Instead, train yourself to fully commit to one task until you reach a stopping point. This could be a natural break, such as when you complete a portion of a larger project or fully complete a task. It also could be a designated amount of uninterrupted work

time. That means no emails, phone calls, social media, meetings, or toggling between browsers or projects.

MINIMIZE DISTRACTIONS

Like multitasking, distractions can derail our train of thought and stall our productivity. Each time we are distracted, we use mental energy to resume where we left off before the interruption. This takes effort and time. Like the commercial break example, interruptions eventually make us lose interest in the original show. Our minds tire from pushing "pause" then "play" over and over, and instead we tune out. Avoid this trap by regularly blocking time to work with few interruptions. The more you can limit distractions, the more productive you will be.

TIME WELL SPENT CURRICULUM

For more information on ways to increase productivity and maintain a better work-life balance, contact your county Cooperative Extension office. Ask your FCS agent about the program, *Time Well Spent: Productivity Skills for Success*, developed by Kentucky Family and Consumer Sciences Extension.

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