You're listening to You've Got This, episode 436.

Welcome to You've Got This, a weekly podcast for higher education professionals looking

to increase their confidence and capacity for juggling the day-to-day demands of an

academic life.

I'm your host, Dr. Katie Linder.

On this episode, I thought I would share about my plans for my restful July tradition and

my summer vacation because they are both coming up very soon and I'm really focused on what

I want to accomplish and focus on during those periods of time.

As I did last year, I'm planning to take some time off work from the end of June to the

early part of July.

This is just a quieter part of time on my campus.

I find it's easier for me to step away during this period between the Juneteenth and July

4th holidays.

Of course, as I typically do, I have a long list of tasks that I'm hoping to complete

while I'm away from the office.

I started by just breaking down all of these tasks into a bunch of different categories.

Some of the categories I have are self-care, admin, websites, content, my new book project,

yoga therapy, PM by design, coach training, and my side quests from this year.

Once I had my broader categories, then I started to add some things to each one.

I have over 50 tasks on this list and I am not sure that I'm going to get to absolutely

everything.

I'm not even quite sure what I want to prioritize yet, but I thought I would walk through some

of the things that I'm kind of hoping to get to and then maybe I can report back at the

very end and see what I actually got done.

First of all, I did put self-care first on this list because I need some rest.

The kinds of things that I've put here are I have a haircut, I'm overdue, I need to get

a haircut.

I want to just do some kind of home cooked meals, which I have been doing, but I feel

like I've been assembling more than I've been cooking.

So I enjoy making like soups and things like that.

So I'm planning to do a little bit of that.

I definitely want to sleep in a good portion of the time and just not set an alarm.

I would love to get some long walks in.

I really have been enjoying reading an audio book and like playing a game on my phone,

which is just kind of like this nice relaxing thing for my brain to do.

I would like to read some magazines.

As I've mentioned previously, I'm getting more into magazines and I have a couple that

have come in the mail that are kind of piling up.

And then also of course, watching my subscription side quest shows and movies.

So these are all things that I find to be a little bit more relaxing in that kind of

self-care category.

I also have a bunch of administrative tasks that I don't really know what other category

to put them in.

So for example, this is around the time of year and I know it feels kind of early to

do this, but this is around the time of year that I put my next year's services and event

schedule together.

And I do this in part because, um, when people are thinking about, you know, joining the

coach training program in 2026, for example, it's helpful to know when the courses are

going to be running and what are the dates and times and things like that.

So I actually want to work on that 2026 services and event schedule during this period of time.

And then I can update a bunch of different websites I have that might need to have this

information.

The other thing I know is that I have some yoga therapy retreats in 2026 that I couldn't

squeeze into 2025 just because I hadn't had them like blocked, but I want to make sure

those get put on my schedule as well.

So I've got those couple of things.

I also have a book review that I are not a book review, like a, uh, well, it's a manuscript

review.

I had a press reach out about a book and they want me to give feedback on that book.

And so I that's, I kind of like set that aside and just said, I'll do that at some point

over my vacation.

So I have that on my list.

Um, I want to review my business expenses.

Um, that's an admin task.

I actually had that on my list of aside quest to do for my business logistics this year.

And I just haven't gotten to it yet.

Um, I have a prolific quarterly retreat coming up, um, that I'd like to prep during this

period.

Um, so just like, you know, some bookkeeping stuff, all of that falls under just kind of

like general admin.

Now on websites, I have just some regular maintenance that I do that will fall during

this window.

So I like to do kind of monthly website updates across all of my sites, just kind of check

and make sure everything is current and where it needs to be.

And I update my YGT.

You've got this episode guide, um, which I'm keeping current for anyone who wants to go

look at past episodes.

Um, I can link that in the show notes.

You just kind of scroll down the page and you can see all the past episodes of the show.

Um, and then also I have a now page where I talk about my current projects and I like

to check that once a month just to make sure it's staying current.

So I'll do some of that.

I also have under my content area, a bunch of content that I would love to get ahead

on.

So I do my regular videos for my YouTube channel on, uh, books and reading.

And so I'm going to do those during this period.

I would love to do some content mapping for the remainder of 2025, just because I'm going

to have some dedicated time to do this.

I would love to get ahead on workflow video recordings and maybe even some podcast recordings

and blog posts for August.

So that that time period when I'm like going back to the next academic year, it doesn't

feel so rushed for me.

So I'm going to kind of see what I can get ahead on with all of those things and also

some blog posts for my site on PM by design.

So there's a whole kind of like content area.

And I would say content is something that I've been working on for so long, you know,

whether it's the podcast or the blog or the YouTube channel, that it actually doesn't

feel really hard to do it.

It just takes time and it's really nice when I have open time that I can, um, devote to

things like that.

So under my new book project category, I just have a couple of things.

One is to try to write five to 10,000 words to just play with the concepts.

And I don't even know if that's in the ballpark of what I want to do.

I just had to like throw out a number.

So I'm going to see if I can just kind of like sprint on that for maybe a day or two

and see what kind of word count I can get out of that and just how I feel about it.

Because I have a couple different projects I'm thinking about and I want to try sprinting

on one and just see how it feels.

The second task I have under that is depending on how that goes, maybe research a potential

publisher, because I'm not quite sure what I want to do with that yet.

And it might be worth looking around a little bit.

Now under yoga therapy, I have so much coursework that I need to get to.

I'm pretty behind.

And the way that this coursework works in the official program I'm doing is you have

like several weeks worth of content and then you have like an assignment that you turn

in.

And I would like to get through the first assignment or two, which would really point

to getting through a large amount of the material if I could do that.

And then I also have a couple other courses that I've been doing on the side.

And so I would love to make progress on a couple of those as well.

So I have those all kind of listed in this area and we'll see how far I can get with

that.

Now under PM by design, I also have enough tasks that I decided to just make this its

own category.

So I have now taught the original PM by design, which is just for individuals that is now

done.

And I'm in the middle of teaching the one for coaches and the one for leaders, the original

one, I want to kind of retool the syllabus and the readings and just kind of like look

at that and give a little bit of reflection to any changes that I want to make when it's

still pretty fresh.

And then I have the last course in the sequence on teams coming up in September.

So now is the perfect time to complete the final edits on the manual for that particular

course.

I would love to prep the facilitation notes and get like the syllabus wrapped up for that

and just feel like it's ready to launch by the end of this summer.

And I also have a couple of facilitation notes I'd like to round out for like the leaders

version of this course as well.

So this is really just kind of like maintenance a little bit in terms of just like keeping

the program going, but also giving myself a little bit of like margin to work on the

manual and feel like I'm like really confident about where that's going to land.

And I can link to this program, especially the teams one, because it's coming up in the

show notes, because this is one that if you're kind of like working directly on projects

and you're doing them collaboratively and you're like a project lead, this is a, this

is what the course is designed to kind of talk with you about.

So if you're interested, I can drop that link in the show notes.

Okay, couple more categories here.

Then I have coach training.

And so a couple of things that I want to do here is I do need to add, as I mentioned,

the 2026 dates to the website.

So I want to get that done.

And then I also had a couple new courses in this area this year.

One of them was the PM by design for coaches, but the other one was my neurodiversity course

that I taught starting in January.

And that wrapped up, I think in like April.

And that's another course that since it's fresh, I want to go back through and do like

a slight redesign around some of the readings.

And I also need to update the manual, the syllabus, the facilitation guide, you know, all of those

kinds of things.

And I want to just, again, do that when it's kind of like fresh on my mind.

And I have a couple other books that I'm considering for that class that I want to read.

So this is kind of just like course design tasks, which I've done quite a bit in the

past over my summer vacation.

The other thing that I need to do around coach training is I have different levels of my

coach training.

And I found that people get kind of confused about all the things that go into the different

levels.

And these are like requirements of my program because it's accredited.

And so I thought I would create at the, actually the request of somebody who's in the program,

some checklist for people just to make it really clear what they need to do.

So I want to do all of that.

And then I also need to do some larger edits for my original coach training manual and

some of the other course manuals as well.

And then finally, I have a couple courses that are launching this summer in the coach

training program.

And so I want to make sure all of that prep is done and ready to go.

And that includes like kickoff emails and voices, you know, getting all that ready for

people.

And okay, the last thing that I'm like, not sure if I'm going to get to, and I haven't

really read these off in terms of priority.

This is just kind of all the random stuff I'm trying to get to.

But I have a side quest that is this new product for my business and I just have it on here

as its own thing.

And I don't, it would take a lot of time to make significant progress on this.

And it kind of depends on if I can get through some of these other things, because part of

what I love to use these breaks for, and I do this over my winter break as well, is basically

how can I like clear the path for my future self so that when things get really busy in

the fall and I have a lot going on, I'm not having to think about all of this stuff during

that period.

And I can just kind of like facilitate these programs without having to do a lot of the

administrative overhead for them.

And so that's really the goal here is you might kind of hear all of these tasks and

be like, you know, wow, this is a lot, but this would normally be spread out over like

several months of time.

And I just want to kind of clear the decks and not have to worry about any of that.

So my primary goal, I think, is to kind of work ahead and clear that path for my future

self.

And so this is just my two week vacation of like, I have all this time, I'm trying to

get all this stuff done, I'm going to build in some like rest and self care in there as

well.

But then I also have my restful July project.

So if you're unfamiliar with this, and you maybe just started listening, this is when

I take a month off of content creation in July.

So I don't put anything out on the podcast and I don't put anything out on my blog.

This year, I am going to be producing workflow videos during this period, just because I

would really like to stay on schedule with that.

But generally, I kind of open up and give myself a break from other content that I would

produce during the month.

And one of the things that I've appreciated about this in past years is it really allows

me to kind of take a pause and take like a beat and think about all of the things that

I'm producing.

Do they still make sense?

Is there any kind of pivot that I want to think about with that?

And what does that look like?

So with that extra time in July, that's opening up, I'll probably spend a decent amount of

time on the yoga training work, because that's something that I want to continue to move

forward and make more of a habit.

But I also want to spend, you know, honestly, some summer evenings like reading and watching

movies and like I'm definitely feeling more need for rest in my restful July.

And so I'm really looking forward to that time.

And I'm going to prioritize that as best I can.

So this is my crazy plan of what I'm trying to get done over my summer vacation.

Of course, I will update you when that is completed.

And I can let you know how things went.

And I would also love to hear about your summer project plans.

You can always email me at hello@drkatylinder.com.

I always love to hear from you.

Thanks for listening.

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