

The Hitch Hikers Guide to the Plannerverse - Episode 10 - **Planner Hacks**

Celebrating our 10 year err 10th episode we bring you Steve and Karine's favourite planner hacks as known to us and relayed to you. What's the best way to make the most of what you've got? How to maximise your planner with tricks and suggestions from the depths of the plannerverse. Planners at the ready! Get out your paper and start writing these tips down

Show Notes (timings approximate)

- 01:35 - [Today Marker for repeated tasks](#)
- 02:25 - [Franklin Covey Pouch Pagefinder](#)
- 03:30 - Birthdays and Anniversary on Monthly pages
- 04:15 - Letter writing kit
- 04:35 - Stamped post cards and envelopes
- 05:20 - Phone lists, use the most recently called list on your phone
- 06:30 - Exporting contacts from Apple contacts using [Export Address Book](#)
- 07:00 - Clothing sizes
- 07:40 - Testing cleaning product on leather samples or on the hidden part of the planner
- 09:00 - Use a leather sample to see how it fairs in your bag
- 09:35 - Filofax registration - or put in half a £50 bill
- 11:20 - Has your organiser ever been returned by Filofax?
- 12:00 - [Paper folding in to A5](#)
- 13:15 - Sharpening your paper punch with aluminium foil
- 14:00 - Using a today marker as a guide for a single hole punch
- 14:40 - Using spare diary inserts as undated task lists
- 15:45 - Fitting other size pages in to other size planners - [Mini in A5, A6](#)
- 17:40 - [Four ring Pockets](#)
- 18:15 - Printing on to Post it notes [Ray Blake, Kent from Oz](#)
- 19:15 - Index for your planner
- 19:45 - Rationalise your pages when you swap from one organiser to another
- 20:30 - [Archiving old pages](#)
- 21:35 - Colour coding key
- 22:35 - [Changing your rings](#)
- 23:25 - [Gift boxes](#) for your organiser
- 24:30 - [Dust bags](#),
- 25:20 - [Travel pouch](#) by Thomas S
- 26:20 - Travelling with your planner
- 26:45 - [Packing a planner](#) for posting
- 27:30 - [Cleaning the interior of your planner](#)
- 28:25 - [Opening and Closing rings](#)
- 28:45 - Using Washi tape to cover over the times on the days of your diary insert