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10000 Tips

How to Do Almost Everything

Written by Katherine Sorrell

Published by Quercus

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10,000 TIPS

KATHERINE SORRELL

10,000 TIPS

HOW TO DO ALMOST EVERYTHING

Quercus

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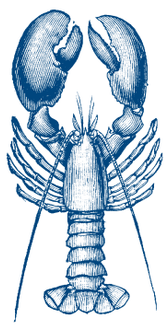
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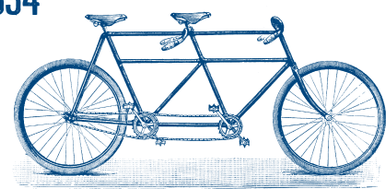
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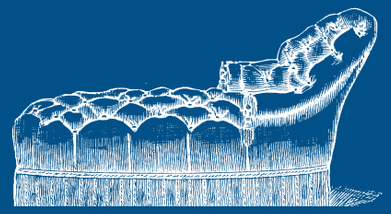
INTRODUCTION

I, for one, wish I'd had a copy of *10,000 Tips* when I got married, when I was decorating my house and when I was having a baby. Not to mention when my kids started school and that time when someone backed into my car. Because what this book contains is a compendium of helpful tips that apply to all areas of our lives, from (quite literally) the cradle to the grave. Many of the tips are useful on a daily basis, others every once in a while and some only in the event of an emergency – in which case, you will be even more pleased that you've got this book to hand.

10,000 Tips is divided into ten straightforward chapters: Home & Garden, Friends & Family, Beauty & Wellbeing, Health & Fitness, Work & Education, Holidays & Travel, Food & Drink, You & Your Money, Fun & Games and Four Wheels & Two. So there is something here for everyone, whatever your stage of life, your hobbies and interests, or your responsibilities. Within each chapter we have given a whole host of expert tips, from the absolutely vital to the incredibly useful, via the amusing, the remarkable and the quite unexpected. In all, we have covered 1,000 different topics that will help you save money and spend your cash wisely, learn new skills and polish up existing talents, keep safe, get healthy and go green – among many other things. From walking in high heels to getting a flight upgrade, dealing with a bike puncture to making a fancy dress outfit, it is all here, right at your fingertips. In short, this book is a one-stop, go-to reference book that no home should be without. But be warned: it could become highly addictive!

KATHERINE SORRELL

HOME & GARDEN



Moved into a new house or in the midst of renovating an old one? Want to pep up your patio or plant out a vegetable plot? From choosing colours for your living room to redesigning your garden, you'll find all sorts of tips to help with home life here.

PLAN A ROOM



1 Plan your room with its end purpose in mind. Whether you're designing from scratch or doing a quick overhaul, think about absolutely everything according to how you are going to be using the room – from the big picture to the smallest detail. If you get a plug socket in the wrong place, trailing wires could cause you irritation for the next ten years.

2 A case for professional help? Architects and interior designers seem expensive, but if your project is large-scale they will almost certainly be cost-effective in terms of managing budget and builders. They may even save you money. What's more, they're worth their weight in gold when it comes to ingenious ideas that you might not have thought of.

3 Budget, budget and budget again. Get it right and everyone will be happy; get it wrong and it's a recipe for disaster. There is no point in being too optimistic. If you can decide on every tiny detail in advance, there's less chance that things will need changing halfway through. This is a major cause of over-spending. The other is unforeseen problems. They can only be catered for by allowing at least an additional ten per cent.

4 Limited budget? Don't despair. Always spend money where it really matters and save on less important areas. You could always make do with minimal furnishings for a while, or scour second-hand shops for vintage finds.

5 What are the major considerations? First, measure the room and, as accurately as you can, draw a plan of it (graph paper makes this easier), marking in existing windows, doors, built-in cupboards, radiators, plug sockets, light fittings and so on. Do you need to move a wall or radiator, enlarge a window, hang the door the other way around or add some extra plug sockets? In bathrooms and kitchens, work out where the existing pipework is and whether that needs to be altered.

6 Consider room size, shape and architectural style. How will these affect the way you decorate? Are there special challenges, such as lack of space, or is there a particular original feature that you have to work around?

7 Decide where your furniture will go. Sketch the approximate shapes of your furniture onto a separate sheet of paper (the same scale as before), as if you were looking at them from above. Cut them out.

8 Place the furniture cut-outs on your master plan and assess how well they fit in to the available space. Move them around as necessary. Allow adequate room for movement between and around them. Eventually, everything will fall into place and – bingo! – you've got the basics of a functional and comfortable room.

9 Investigate local planning regulations. Ensure that work you're contemplating won't contravene local planning or building laws/regulations. Check with the relevant authority if you are in any doubt.

10 Use your DIY skills. If you have the proper tools, equipment and know-how you can save money by doing all the work yourself. It's both satisfying and economical. However, it's important to know your own limits and always keep safety in mind. Leave specialist work to the professionals.

ELIMINATE ANIMAL SMELLS

1 **If your pet has peed,** soak up as much as possible by blotting the spot with paper towels. Clean it thoroughly with warm, soapy water and allow to dry.
2 **For stale urine smells,** sprinkle baking soda over the area, leave for 20 minutes or so, then vacuum up.
3 **White vinegar neutralizes odours.**
4 **Try a commercial cleaner,** but avoid anything containing ammonia, as the smell can actually encourage cats to pee again in the same place.
5 **Spot-test any cleaners in advance** in case they stain your flooring.
6 **Don't use a steam-cleaner or blow-dryer on pet stains:** the warmth can set the stain and odour more firmly.
7 **For persistent smells,** lift the flooring to check whether pee has gone through. If it's necessary, clean the underside of your carpet or vinyl, as well as the sub-floor.
8 **To keep your carpets smelling fresh,** sprinkle baking soda or commercial powder freshener on the carpet once a week before vacuuming.
9 **Have carpets professionally cleaned** once or twice a year.
10 **Groom and wash your pet regularly.**



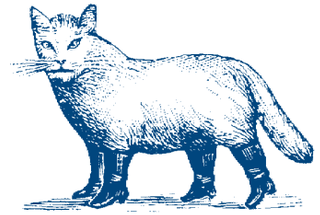
CHOOSE A PET-SITTER

1 **Ask the pet-sitter to come to your home** and meet your pet. Do they get on?
2 **Ask about training and experience.**
3 **What services does the pet-sitter offer?** As well as checking your pets are OK, feeding them and keeping their toilet area clean, sitters may also exercise pets, play with them and groom them.
4 **Have they got insurance?**
5 **If your pet needs medication,** is the sitter happy to give it?
6 **Get references from other clients.**
7 **When would the sitter check on your pet?** For how long and how often?
8 **What happens if your pet becomes ill?** Is the sitter associated with a vet or will they use yours? What about payment?
9 **If the sitter become ill or is unable to look after your pets,** do they have a back-up arrangement?
10 **Write a written contract** that details all terms and conditions, services and fees.

PET-PROOF YOUR HOME

1 **Be careful about plants in your house and garden.** Many common species are poisonous to animals.
2 **Make sure your pet can't get at** your cleaning products, rat poison, ant-killer, insecticides or medication.
3 **Make your fences and gates secure,** and check them regularly.

4 **Keep chocolate out of reach of your dog –** it's a danger to pooches.
5 **Find any small holes** that your pet could squeeze into and screen them off.
6 **Keep the lid on your rubbish bin.** Don't let your cats/dogs rummage through potentially hazardous stuff.
7 **Hide or cover up electrical wires.** Dogs, cats, rabbits and other pets may be tempted to gnaw through them.
8 **Take care when using bleach, anti-freeze** and other products. If you spill them, flush the area well with water in case your pet tries to lick them up.
9 **Get a good book** that lists common pet poisons, symptoms of poisoning, and what to do in case of emergency.
10 **Keep your vet's and emergency vet's** telephone numbers handy.



GIVE MEDICINE TO YOUR CAT/DOG

1 **Check if the medicine should be given** with food or on an empty stomach.
2 **Wrap a pill in a piece of meat,** a cube of cheese or some peanut butter.
3 **A capsule can be broken and mixed** into tasty wet food to disguise it.
4 **Check before you crush pills and mix them into wet food –** some types need to be taken whole.
5 **Dip a pill into a small amount of butter** to help it slide down a cat's throat.
6 **If you have to hold your cat to give it medicine,** it may help to gently wrap a towel around it to stop it clawing you. This can work with a bird, too.
7 **Buy a plunger** to help get a pill or liquid to the back or side of a cat's mouth.
8 **Once you've popped a pill into a cat's mouth,** hold the mouth closed and stroke the cat's neck or blow on its nose to help it to swallow.
9 **Don't mix medication with a whole meal.** If your pet doesn't finish the meal, he won't have received the proper dose.
10 **Be calm, talk in a happy voice.** End the session with praise or a treat.

STOP YOUR PET GETTING LOST

1 **Pet-proof outdoor areas** with fencing or chicken wire so pets can't get out.
2 **Keep garden gates shut.** Put up a sign to tell visitors to shut them, too.
3 **Transport cats in a secure carrier only.**
4 **Keep your dog on a lead** in an unfamiliar area, and anywhere else if you are not certain it will come when called.
5 **Don't let your pets roam free.**
6 **Put a collar on your cat or dog,** with your current phone number on it.
7 **Have your pet microchipped.** If its collar comes off it can still be identified.
8 **Train pets to come to a call or whistle.**
9 **Take good-quality photos** so that you can put up posters if your pet goes missing.
10 **Spay or neuter your pets –** they'll be less likely to wander.

FIND A LOST PET

1 Search the house
2 Walk the neighbourhood
3 Ask around
4 Call your pet
5 Listen out
6 Advertise
7 Ask at vets
8 Put up posters
9 Check animal rescue
10 Offer a reward

LOSE WEIGHT EFFECTIVELY

1 **Eat more soup.** Preferably not cream-based. You will feel fuller for longer and soups tend not to be calorific.
2 **Eat fewer calories** by upping your intake of healthy fruits, vegetables and wholegrains.
3 **Stop having little snacks in between meals.** Conventional snacks, such as crisps, tend to contain high amounts of fat and salt. If you really must snack, choose fruit.
4 **Drink skimmed or semi-skimmed milk** rather than whole milk. Eat natural low-fat yogurt rather than full-fat varieties.
5 **Stop putting sugar on cereal –** scatter raisins or chopped fruit on it instead.
6 **Exercise more** and try to lead a more active life. Adults should get at least 150 minutes of exercise per week. If you find it hard to fit in to your lifestyle, try getting off the bus a stop earlier or park further away from your destination.
7 **Don't go on crash diets.** Steady weight loss works best and there's less chance you'll put it all back on again.
8 **Join a slimming club** if you feel you need the encouragement of others and people to compare notes with.
9 **A very low-calorie diet (VLCD)** of less than 1,000 calories per day could be the answer, but should only be undertaken intermittently or for 12 consecutive weeks. It is not recommended for pregnant or breastfeeding women or for children.
10 **Surgery should be the last resort.** If you've tried, and failed, to lose weight, this could be the answer, but shouldn't be undertaken lightly. Consult your doctor first. The best-known type is gastric banding.



SLIM THE SAFE WAY

1 **Take photos of yourself** as the weeks go by so that you can see how well you're doing – it will help to motivate you.
2 **Weigh yourself monthly not weekly.** Otherwise if you have a one-off bad week and gain weight you'll get disheartened.
3 **Walk up and down stairs** as much as possible. When you're out, take the stairs rather than the escalator or the lift.
4 **Do a meditation** in which you visualize the new, slimmer you. Imagine yourself wearing a skinny pair of jeans or a nice new dress.
5 **Reduce the size of your portions** and tell anyone who cooks for you to give you smaller platefuls, too.
6 **Set small targets** that you know you can achieve rather than one big one.
7 **Fad diets can be good** for losing weight quickly, but not so good for keeping the pounds off permanently. And they can be unbalanced nutritionally, too.
8 **Eat off smaller plates –** you'll be eating less without really realizing it. Your plate will look full.
9 **Check food labels carefully** for added sugar and ingredients that could pile on the pounds, such as fats.
10 **Take note of food packaging** if calorie-counting is your weight-loss tactic. It tells you exactly how many calories a food item contains. Keep a daily tally.

HOW TO PILE ON THE POUNDS

1 **Consume more calories** every day than you burn in activity. Eat larger amounts of food, more often, containing more calories.
2 **Choose foods that are nutrient-dense.** These include fruit, vegetables and whole grains. Foods that are nutrient- and energy-dense include legumes, nuts, seeds, olives and avocadoes.
3 **Increase your intake of full-fat dairy foods, meats, seafood and poultry.**
4 **Limit your physical activity** so that you don't burn up calories that your body requires for putting on weight.
5 **Eat more meals.** Have three full meals a day: a good breakfast plus proper lunch and an evening meal. Add energy-dense snacks in between meals. If eating large meals is difficult, eat several small meals throughout the day.
6 **Increase your portion sizes.** Do this gradually, adding a little more to your plate every day. Have second helpings.
7 **Use larger plates and fill them up.** Dinner plates come pretty large these days – be sure to load them up.
8 **Add some extra servings of additional nutrients** to your balanced diet of protein, carbs and fat, such as potatotes, sweet corn, rice or pasta.
9 **Add toppings** such as extra butter, rich sauces, olive-oil and extra cheese. This is a great way to add calories without noticing.
10 **Add calories to creamed soups** by adding a spoonful of dry milk powder.

SNIFF SNIFF! COLD RELIEF

1 **Spot early symptoms:** the earlier you catch a cold, the earlier you can help your body to recover.
2 **Get plenty of rest and sleep more than usual.** Use extra pillows to prop up your head to relieve congestion. You may not actually need to take to your bed for long, but early nights will help.
3 **Lie on the couch** if you can't actually go to bed. Take in some daytime TV.
4 **Keep up your fluid intake.** Colds can drain your body of fluids, so drink plenty of water/juice all day. Hot drinks, such as herbal teas and soups, help rehydrate, too.
5 **Eat regularly and healthily.** It's vital that you eat as normally as you can so that your body regains its strength. Spicy foods and hot soups can calm sore, tickly throats.
6 **Don't go for antibiotics –** they will have no effect. Colds are caused by viruses. If you're achy take pain relief and use a nasal spray to keep your nose unblocked.
7 **Vitamin C and echinacea** have been proven to help prevention and relief of cold symptoms.
8 **Inhaling steam from very hot water** can help loosen a blocked nose.
9 **If work stress levels are high,** your immune system may be challenged, making colds more likely to come along. Take a few days off work and remove the factors that are causing you stress.
10 **Give up smoking.** Smokers suffer from cold symptoms for longer than non-smokers as the smoke irritates the nasal membranes and worsens symptoms.

BEAT A SORE THROAT

1 Honey in warm water
2 Lemon tea
3 Salt-water gargle
4 Cold drinks
5 Ice lollies
6 Throat lozenges
7 Cool-mist vaporizer
8 Humidifier
9 Over-the-counter pain relief
10 Dissolvable aspirin gargle

Quercus Editions Ltd
55 Baker Street
7th floor, south block
London
W1U 8EW

First published in 2012

Copyright © 2012 Quercus Editions Ltd

Produced by Bookworx
Editorial and additional writing: Jo Godfrey Wood
Design and additional research: Peggy Sadler
Proofreading: Brittany Bauschka
Indexing: Dorothy Frame

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A catalogue record of this book is available from the British Library

UK and associated territories:
Paperback ISBN 978 1 78087 310 7
Hardback ISBN 978 1 78087 923 9

Printed and bound in China
10 9 8 7 6 5 4 3 2 1

AUTHOR ACKNOWLEDGEMENTS
Huge thanks to my husband Martin, not just for his patient help and support when the going got tough, but also for putting his prodigious talent for cooking to invaluable use in writing the Food & Drink chapter.

NOTE TO READERS
The information in this book provides general guidance on a range of family and household issues. The book is not a do-it-yourself guide to every issue but gives general advice and hints and tips. It is not a substitute for professional care, but advice based on information available to the author. Where there is any question regarding a problem, the author and publisher urge the reader to consult a qualified professional. The author and publisher expressly disclaim any responsibility for any adverse effects arising from the use or application of the information contained herein.