

Spring Cleaning

Decluttering and Organizing



Overview

- How an organized space can improve your health
- Tips and tricks to organize and declutter different areas of our home
 - Home office
 - Kitchen
 - Clothing/Closets
 - Garage
- Additional resources

How can an
organized space
improve our
health?

- Reduce stress and anxiety
- Increase productivity
- Better sleep
- More financial health
- Boost energy and creativity
- Creates a sense of confidence and self-efficacy
- Fosters a gratitude mindset
- Reduce allergens





Home Office

- Purge paper
- Color-code your filing system
- Create life binders
- Utilize your wall space
- Set up a printing and mail station
- Use bins to organize office supplies
- Organize in categories placing "like" items together
- Invest in a label maker
- Manage tech cords and cables
- Organize your desk in work zones



Kitchen / Pantry

- Organize food items in clear bins
- Utilize wall space to hang up items you frequently use
- Add additional shelves to your cabinets
- Use bins to organize your pantry and remove packaged food from boxes (If possible)
- Add hooks to your backsplash or the sides of your cabinets
- Utilize the inside of cabinet doors
- Place dividers inside your drawers

Clothing / Closets

- Reorganize and rotate your clothing seasonally
- Ask yourself...
 - Does this fit?
 - Will I wear it regularly?
 - Does this accurately project my style and/or image?
- Coordinate your hangers and keep like items together
- Roll your pajamas, workout clothes and t-shirts to save space
- Store your most used items at eye level
- Use drawer and shelf dividers
- Take advantage of vertical space and hanging storage bins.
- Utilize the space under your bed to store items you use occasionally.





Garage

- Take everything out and separate into piles of trash/recycle, donate, sell and keep.
- Maximize space by installing vertical shelves, hanging things up and stacking items.
- "Zone your garage" designate a spot for tools, rec equipment, storage ETC.
- Store unsightly items in opaque bins



Where do I start??

- Make a list
- Take it one room at a time
- Figure out when you are most productive in the day and organize within that window
- Remove distractions and put away your phone
- Set up a reward for yourself for when you are done
- Don't be afraid to hand off tasks to others
- Remove the expectation that it all needs to be done in a day

Looking for inspiration?



- Read blogs by professional organizers
 - Pinch of Help
 - The Home Edit
 - Grace in my Space
- Online stores
 - Ikea
 - The Container Store
- Pinterest
- Tidying Up with Marie Kondo
- Apps
 - Checklist
 - MakeSpace



Stay Organized