# **5 Practical Organizing Steps**

VIRTUAL GUIDE





# Step 1: Being thankful: attitude/perspective

Our outlook determines everything. When we come from a mindset of loving where and who we are with what we have, our view on stuff isn't coming fear or scarcity.



### **Step 2: Decide on one location/space**

Depending on the amount of time and mental energy you have, pick 1 drawer, closet, shelf or room. No need to get "it all done" because that can be draining and one step at a time is what wins the race, not one leap.



#### **Step 3: Clear the space**

Take it all out and put items into categories then clean the space. This will help with a nice refresh to help you start from a clean slate. This also is the reality check to see how much you really have of each grouping.



## Step 4: Declutter/minimize/purge

Focus on letting go of items that bring you fear, worry, scarcity, anxiety or guilt. Decide to keep what is adding value to this season, what fits you/your family, you have room for and that brings happiness to your space.



#### Step 5: Giving each item a home

Your home is not meant to be a storage unit. When you give items a home, it has a place to be put when not in use which cuts out clutter. Use labels, baskets, or drawer organizing items to help contain them. You got this!