



## February Newsletter

The “Where do I start?” dilemma

There are literally hundreds of ways to organize your home or office. This is very confusing to a person who struggles with disorganization. After a few years of my work as a professional organizer and hundreds of clients the question is always the same, “where do I start and which room to choose first.”

In this case, there is no wrong answer. It doesn't matter what room; you start with one horizontal space. Another method that works is to eliminate five items you dislike from the room you are trying to organize. Or start with fifteen minutes and stay focused on the space you are trying to organize. You would be surprised how much you could accomplish when you are ready.

- Schedule the time, nobody gets organized in their spare time
- Avoid Distraction, TV, Phone
- Post Your Goals
- Know Your Energy Level
- Prioritize – What is Important to You?
- Delegate - Ask Your Family for Help
- Before / After Pictures
- Make it Fun – Music, Dance
- Work With a Friend or Professional Organizer
- Reward Yourself!

I wish you the best of luck keeping your home organized and clean.

Ranka

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