Home Organizing *the scatter-brain way*

Tools and Supplies

- baskets for sorting
- garbage bags
- measuring tape
- masking tape
- bins, baskets, containters for organizing
- notebook and pen/pencil
- labels
- _____
- _____
- _____

Stages and Steps

- Get the family on board so they help not hinder the process
- Begin by removing all items from the space that don't belong there, and make sure NO new random items are allowed into the space
- Sort remaining item into baskets or bins into keep, give away, and toss. Remove toss and give away baskets and bags right away
- Come up with a plan for organizing the space
- Give the space a quick cleaning if needed
- Collect items needed to organize the space, like bins, baskets, containers etc..
- Put away all items from the keep pile
- Make a list of future needs or items needed to make the space function better

~ enjoy the space ~

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