



MINUTE

Organizing
Challenge

Organizing Challenge

My goal is to help you, so that you only have to invest 15 minutes once a week in the some of the areas that are driving you crazy. Giving yourself just 15 minutes once a week is an easy way to start getting organized. Take a look at these trouble spots, they are the ones my clients ask me about the most. The Pantry is the most troublesome spot for most people, but we can't tackle that in just 15 minutes.

This Organizing Challenge will help you with these hot spots, because they are simple to tackle in just a few minutes, and with just a few easy steps. These steps are very basic and easy, so if you feel you need more help or indepth info, you can check out my blog for a list of storage bins, super easy organizing ideas, and getting you the organizing help you need.

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Lets get started.

The Fridge



- Take everything out, even the things in the door and check all the expired food and throw that all away. Also think about the food that you don't like, won't cook with or you have not used in months, throw that away as well.
- Spray it down and clean up all the spills.
- If you can, line your shelves it makes it so much easier to clean when you have spills!
- Put you food back in zones or bins that you family will be able to see. (see the blog post for more info on this organizing system) then label the bins.

Your Purse

- Dump that purse out! Including the sea of fish crackers that have accumulated over time.
- Sort everything into piles; food cards, electronics, makeup, medication, hair ties, etc...
- Only keep things that you use every day , and only keep one of those items. (if you need a list on what I think you should have, check out the blog post)
- Gather your extra makeup bags and use them for all the extras in your purse. Makeup pouch, medicines and lotions pouch, snack pouch, baby stuff pouch, you get the point...



Under Kitchen Sink

- Take it all out and get rid of all the things you don't need, gallons of ammonia, excess grocery bags, pet food, and the 10 bottles of cleaner.
- Clean it up really well and think about a heavy duty liner (I love ExactMats) It will save your wood shelf when you have a leak and keep the chemicals off the wood as well.



Junk Drawer

- Take all the “junk” out of the drawer and clean and vacuum the drawer.
- Make piles of the stuff that has accumulated in the drawer and see if that will give you any clues on what to put back in. Your family may need super glue where as another family needs an emergency binky.
- Only take the piles that you use a lot to put back in, also pare those piles down to a few. You do not need all the sharpies pens and pencils in this drawer, put those in the office.
- I love using clear dividers because they disappear in the drawer and you can see better what you have. And you always know that the pencils are in the front divider.
- Think about getting a folder for each person to put papers for school, bills, coupons, what ever you don't want cluttering up the counter but need to get to each day.



Night Stand

- Take all the thing that you have shoved in this drawer at midnight and lay it on your bed
- What is taking up space in this drawer? And why? Do you need it at night? If the answer is no then don't put it back in.
- Use dividers or bins to make space for things that you need by your bed, a small bin of lotion Chapstick, and nail cream a bin for a few pens and a notebook or your journal and your electronics. I like to run my cord through a hold I cut in the back of my dresser and then plug my phone in the drawer. You can also use a sticky clamp on the back of your nightstand for your cord and charge your phone on the top.



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