

# THE BUSY PERSON'S GUIDE TO HOME ORGANISATION



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## **ABSTRACT**

In today's fast-paced world, staying organized at home can seem like an overwhelming task, especially for busy individuals juggling work, family, and personal commitments. "The Busy Person's Guide to Home Organization" offers practical, easy-to-follow tips for anyone struggling to maintain an organized home. The guide focuses on simplifying the organization process by breaking it down into manageable tasks, helping you set realistic goals, and offering time-saving strategies to keep your space neat with minimal effort.



By following this guide, you'll learn how to assess your space, prioritize areas that need attention, and create effective routines that can be seamlessly integrated into your daily life. Whether you're working with limited time or space, this guide provides helpful solutions, including quick organization hacks and tips on involving others in the process. The goal is to help you maintain a clutter-free, harmonious environment that supports your productivity, well-being, and peace of mind.

## **LET'S GET STARTED**

"The Busy Person's Guide to Home Organization" is designed to help individuals with hectic schedules bring order to their homes without feeling overwhelmed. This guide offers simple yet effective tips that allow even the busiest person to tackle home organization one small step at a time. Whether it's setting achievable goals or finding quick ways to declutter, the guide breaks down the process into manageable chunks that fit easily into everyday life. It focuses on time-saving strategies, such as organizing in short bursts, setting routines, and utilizing efficient storage solutions.

The guide also emphasizes the importance of maintaining long-term organization through consistent habits and easy-to-implement systems. It includes advice on how to create designated spaces for frequently used items, involve family members or housemates, and ensure that clutter doesn't accumulate again. By following this practical roadmap, busy individuals can transform their homes into organized, stress-free spaces without the need for a lot of extra time or effort.

## **INTRODUCTION TO ORGANIZING YOUR HOME**

Organizing your home is more than just tidying up—it's about creating a space that supports your daily life, reduces stress, and promotes a sense of peace. A well-organized home allows you to find what you need when you need it, saves you time, and makes your environment more functional and inviting. Whether you're decluttering a single room or tackling your entire house, home organization is a step toward a more harmonious lifestyle.

The process doesn't have to be overwhelming. With the right approach and a bit of planning, organizing can be manageable and even enjoyable. It starts with assessing your space, identifying problem areas, and taking small, consistent steps to restore order. By embracing organization, you not only transform your living space but also improve your overall well-being.

## **5 TIME-SAVING ORGANISING HABITS AS A BUSY INDIVIDUAL**

### **1. Declutter as You Go**

Rather than waiting for a massive decluttering session, make it a daily habit to remove unnecessary items. For example, toss junk mail as soon as it enters the house, donate clothes you haven't worn in months, or clear your workspace at the end of the day. These small actions take just seconds but prevent clutter from building up, making your home easier to maintain.

### **2. Use the "One-Minute Rule"**

Adopt the mindset that if a task takes less than a minute, it's worth doing right away. Tasks like hanging up your coat, placing dishes in the dishwasher, or returning a book to its shelf can be done in seconds but have a big impact on keeping your space tidy. By tackling these micro-tasks as they arise, you save time and energy in the long run.



### **3. Prep for the Next Day**

Take 5-10 minutes every evening to organize for the next day. This could include laying out your clothes, packing your work bag, or prepping ingredients for breakfast. These small steps streamline your mornings, reduce stress, and ensure you're not rushing around trying to find things when you're short on time. It's a habit that sets you up for a more organized and productive day.

### **4. Designate a "Drop Zone"**

Create a specific spot for essential daily-use items like keys, wallets, bags, and phones. Having a dedicated "drop zone" near your entryway ensures you always know where to find these items, saving you time and frustration when you're in a hurry. A small tray, basket, or hooks on the wall can make this area functional and visually appealing.

### **5. Schedule Regular Organization Time**

Set aside 15-20 minutes weekly to focus on one area of your home, such as tidying up a closet, sorting through paperwork, or decluttering your pantry. Breaking down organization into smaller, focused sessions prevents overwhelm and ensures steady progress. By dedicating consistent, short bursts of time, you can keep your home organized without disrupting your busy schedule.

By incorporating these habits into your routine, you'll not only save time but also create a more functional and stress-free home environment.

## **CREATIVE STORAGE IDEAS FOR SMALL SPACES TO GET ORGANIZED**

Living in a small space can be challenging, but with smart storage solutions, you can make the most of every inch. These creative ideas will help you organize your home while maintaining functionality and style.

### **1. Multi-Functional Furniture**

Invest in furniture that doubles as storage. Look for ottomans with hidden compartments, bed frames with built-in drawers, or coffee tables with shelves

underneath. These pieces allow you to maximize your storage options without sacrificing style or floor space.

## **2. Vertical Storage Solutions**

Take advantage of vertical space by installing shelves, wall-mounted racks, or pegboards. Use the walls to store books, decor, or even kitchen items like spices or utensils. Tall cabinets or slim shelving units can also make a big difference in organizing items without taking up too much room.



## **3. Under-Bed Storage**

The space under your bed is perfect for storing seasonal clothes, shoes, or linens. Use clear plastic bins, vacuum-sealed bags, or specially designed under-bed drawers to keep items organized and dust-free.

#### **4. Over-the-Door Organizers**

Doors are often overlooked as storage spaces. Hang shoe organizers, hooks, or pocket-style organizers on the back of doors to hold shoes, accessories, cleaning supplies, or even pantry items. These are especially useful in bedrooms, bathrooms, or kitchens with limited cabinet space.

#### **5. Foldable and Stackable Items**

Opt for stackable bins, foldable baskets, or collapsible storage boxes that can be tucked away when not in use. These are great for organizing items like toys, clothes, or office supplies, and they can be easily stored in closets or corners.

#### **6. Utilize Corners**

Corners are often wasted space in homes. Use corner shelves, corner desks, or L-shaped furniture to make the most of these areas. Small corner racks in the bathroom or kitchen can store toiletries or spices efficiently.

#### **7. Hidden Storage**

Look for opportunities to hide storage in plain sight. For example, use a hollow bench with storage inside for seating, install sliding shelves inside cabinets, or create hidden compartments behind mirrors or wall art. These clever options keep items out of sight while maintaining a tidy appearance.

#### **8. Hang It Up**

Hooks and rods are your best friends in small spaces. Use hooks to hang mugs, bags, or keys. Install rods for hanging pots in the kitchen, scarves in the closet, or even baskets for extra storage. Ceiling hooks can also be used for hanging bikes or plants.

#### **9. Magnetic and Pegboard Systems**

Magnetic strips can be mounted on kitchen walls to hold knives, spice jars, or metal utensils. Pegboards are versatile for organizing tools, craft supplies, or even accessories. These systems are customizable and ideal for small spaces.

## **10. Storage in Plain Sight**

Choose storage solutions that blend with your decor. Decorative baskets, stylish bins, or woven boxes can double as design elements while storing items. Use them to organize blankets, magazines, or kids' toys while adding character to your space.

## **11. Optimize Closet Space**

Use closet organizers like hanging shelves, stackable drawers, or double rods to make the most of your wardrobe. Add small bins or dividers for accessories, and use cascading hangers to maximize vertical space for clothes.

## **12. Floating Furniture**

Floating desks, nightstands, or vanities save floor space while providing storage underneath. These are great for small rooms where floor space is at a premium, offering both functionality and a modern aesthetic.

## **13. Smart Kitchen Storage**

Install pull-out drawers in cabinets, use tiered racks for spices, or place hooks under shelves to hang cups. Magnetic racks on the fridge or side of cabinets can hold utensils, knives, or other kitchen tools.

## **14. Use Transparent Storage**

Clear storage bins or containers make it easy to find what you need without rummaging through everything. They are perfect for storing seasonal items, pantry supplies, or under-sink essentials.

## **15. Rolling Carts**

Portable rolling carts can be used in any room for additional storage. Use them as a mobile pantry in the kitchen, a bathroom organizer, or even as a bedside table with space for books, a lamp, and other essentials.

With these creative storage ideas, you can make even the smallest spaces feel organized and clutter-free. By thinking outside the box and using every inch of your home wisely, you'll create a space that's both functional and beautiful.



## **HOW TO DECLUTTER YOUR HOME ROOM-BY-ROOM METHODS**

Decluttering can feel overwhelming, but breaking it down room by room makes it manageable. Follow these practical methods for each area to create a tidy, organized, and stress-free home.

### **1. Living Room**

- **Start Small:** Begin with surfaces like coffee tables, shelves, and entertainment units. Remove items that don't belong, such as stray papers, magazines, or unnecessary decor.
- **Sort and Store:** Use bins or baskets to organize items like remotes, books, and throw blankets. Store items you don't use daily in cabinets or drawers.
- **Limit Decor:** Keep only meaningful or seasonally relevant decor. Avoid overcrowding surfaces to maintain a clean and relaxing vibe.
- **Cable Management:** Use cable organizers or ties to keep cords behind TVs and electronics tidy and out of sight.

### **2. Kitchen**

- **Declutter Counters:** Clear countertops of unnecessary appliances or items. Keep only essentials like a toaster or coffee maker.
- **Sort Cabinets:** Go through each cabinet and remove expired food, duplicate utensils, or unused gadgets. Donate items in good condition.
- **Organize by Category:** Group similar items together, such as baking supplies, spices, or canned goods. Use dividers, bins, or clear containers for easy access.
- **Fridge and Pantry:** Toss expired food, wipe down shelves, and organize by type. Use labeled bins or baskets for snacks, produce, or condiments.

### **3. Bedroom**

- **Closet Declutter:** Sort clothes into three piles—keep, donate, and discard. Be honest about what you actually wear and love.

- Seasonal Storage: Store out-of-season clothes in vacuum-sealed bags or under-bed containers.
- Tidy Nightstands: Keep only essentials like a lamp, book, or water bottle. Clear out old receipts, chargers, or clutter.
- Drawer Organization: Use small dividers or boxes to separate socks, accessories, or undergarments.

#### **4. Bathroom**

- Declutter Cabinets: Remove expired products, old makeup, and half-used bottles. Keep only what you use daily.
- Sort Essentials: Use baskets or bins to separate toiletries, first-aid items, and cleaning supplies. Label each for easy access.
- Shower Space: Limit shower items to what's necessary. Consider using a caddy or hanging organizer for bottles and loofahs.
- Counter Control: Keep counters clear by storing items like toothbrushes, razors, or skincare in drawers or on a tray.

#### **5. Home Office**

- Desk Declutter: Clear your desk of unnecessary papers, stationery, or clutter. Use organizers or trays to keep essentials tidy.
- Paper Management: Sort documents into categories: keep, shred, or recycle. Use labeled folders or digital storage for important records.
- Cable Chaos: Use cable clips, ties, or a cable box to manage cords and wires.
- Minimal Supplies: Keep only the office supplies you regularly use, like pens, notebooks, or chargers. Store extras elsewhere.

#### **6. Kids' Room**

- Toy Rotation: Store some toys away and rotate them periodically to keep the space fresh and uncluttered.

- Storage Solutions: Use bins, baskets, or shelves to organize toys, books, and clothes. Label storage for easy cleanup.
- Clothes Declutter: Donate or store outgrown clothes. Separate items by size and season for better organization.
- Kid-Friendly Zones: Create areas for play, learning, and relaxation, minimizing clutter in each space.



## 7. Garage

- Sort Tools and Gear: Group similar items like tools, sports gear, or gardening supplies. Use pegboards, hooks, or shelving units for organization.
- Donate or Discard: Get rid of broken items, duplicates, or things you haven't used in years.
- Seasonal Storage: Store seasonal items like holiday decorations or camping gear in labeled bins. Use overhead racks for additional space.

- Create Zones: Designate specific areas for tools, bikes, or car supplies to keep the space functional and easy to navigate.

## **8. Entryway**

- Clear the Space: Remove shoes, coats, or bags that don't belong.

- Shoe Storage: Use a shoe rack, tray, or bench with storage to organize footwear.

- Hooks and Shelves: Install hooks for coats and bags, and small shelves or trays for keys and mail.

- Limit Items: Keep only what you use daily in the entryway. Store seasonal or less-used items elsewhere.

## **9. Miscellaneous Areas (Attic, Basement, etc.)**

- Set Time Limits: Decluttering these areas can feel daunting, so work in short sessions.

- Sort Seasonal Items: Organize holiday decorations, seasonal clothes, or rarely used items in labeled bins.

- Discard Junk: Get rid of broken, outdated, or unnecessary items that have been collecting dust.

- Shelving Systems: Install sturdy shelves to store items and free up floor space.

By breaking your home into manageable sections, you can tackle clutter room by room, creating a more organized and stress-free environment. Focus on small, consistent efforts to maintain long-term results.

## **WAYS TO 'DECLUTTER' YOUR LIFE FOR MENTAL PEACE IN DETAIL**

Decluttering your life isn't just about organizing your physical space—it's about creating mental clarity and emotional balance. Simplifying your surroundings, commitments, and routines can reduce stress and help you focus on what truly

matters. Here's how to declutter different aspects of your life to achieve mental peace:

### **1. Declutter Your Physical Space**

- **Start Small:** Begin with a single room or area, such as your desk or closet. Remove items you no longer use, need, or love.
- **Adopt Minimalism:** Keep only what serves a purpose or brings you joy. Donate or sell the rest.
- **Create Systems:** Use storage solutions like labeled bins, drawer organizers, or shelving units to keep things tidy and accessible.
- **Daily Maintenance:** Spend 10–15 minutes daily tidying up to prevent clutter from piling up.

### **2. Simplify Your Schedule**

- **Prioritize Commitments:** Identify activities that align with your goals and values. Let go of obligations that drain your energy or don't serve a purpose.
- **Say No:** Learn to decline tasks or invitations that don't fit into your priorities. Protect your time for what matters most.
- **Time Blocking:** Organize your day into focused blocks of time for specific tasks, leaving room for breaks and flexibility.
- **Digital Detox:** Schedule time away from screens to unwind and recharge your mind.

### **3. Streamline Your Digital Life**

- **Organize Files and Emails:** Delete unnecessary files, organize folders, and unsubscribe from emails you no longer read.
- **Limit Apps and Notifications:** Remove unused apps and turn off non-essential notifications to reduce distractions.
- **Social Media Declutter:** Unfollow accounts that don't inspire or uplift you. Limit scrolling time to avoid mental fatigue.

- Back Up Data: Regularly back up important files to ensure peace of mind and prevent digital clutter.

#### **4. Reassess Relationships**

- Focus on Positive Connections: Surround yourself with people who uplift and support you.

- Let Go of Toxic Ties: Distance yourself from relationships that bring negativity or drain your energy.

- Set Boundaries: Communicate your limits clearly to protect your mental and emotional well-being.

- Make Time for Loved Ones: Strengthen meaningful relationships by spending quality time with those who matter most.



## **5. Declutter Your Mind**

- Practice Mindfulness: Meditate, journal, or spend quiet time reflecting to clear mental clutter.
- Limit Multitasking: Focus on one task at a time to improve efficiency and reduce stress.
- Brain Dump: Write down everything on your mind—tasks, ideas, worries—and organize them into actionable steps.
- Seek Professional Help: If you feel overwhelmed, talk to a therapist or counselor to gain perspective and clarity.

## **6. Organize Your Finances**

- Track Expenses: Use apps or spreadsheets to monitor your spending and identify unnecessary expenses.
- Automate Bills: Set up automatic payments to avoid missed deadlines and reduce stress.
- Declutter Financial Accounts: Close unused bank accounts or subscriptions to streamline your finances.
- Set Clear Goals: Create a realistic budget and saving plan that aligns with your priorities.

## **7. Simplify Your Routines**

- Morning Routine: Start your day with simple habits like stretching, meditation, or planning your tasks.
- Meal Prep: Plan and prep meals in advance to save time and reduce decision fatigue.
- Bedtime Routine: Establish a calming nighttime routine to improve sleep quality and promote mental peace.
- Declutter Tasks: Delegate or eliminate tasks that don't contribute to your well-being or goals.

## **8. Declutter Your Goals**

- Review Priorities: Assess your long-term goals and let go of ones that no longer serve you.
- Break Goals Into Steps: Simplify large goals into smaller, actionable tasks to reduce overwhelm.
- Celebrate Progress: Acknowledge small achievements to stay motivated and focused.
- Avoid Overcommitment: Pursue only a few meaningful goals at a time to avoid burnout.

## **9. Create Mental Space Through Gratitude**

- Practice Daily Gratitude: Write down three things you're thankful for each day to shift your focus to the positive.
- Declutter Negative Thoughts: Challenge self-doubt or negative beliefs and replace them with empowering ones.
- Enjoy the Present: Avoid dwelling on the past or worrying about the future. Focus on the here and now.

## **10. Develop a Decluttering Habit**

- Set Time Limits: Dedicate short periods regularly to decluttering your physical and mental spaces.
- Involve Others: Encourage family or friends to join you in decluttering for added support and accountability.
- Celebrate Success: Reward yourself for progress, no matter how small, to stay motivated.

By decluttering your physical, emotional, and mental spaces, you can create an environment that fosters peace, clarity, and productivity. Take small, consistent steps, and enjoy the sense of calm that comes with living a more intentional and organized life.



## **ESSENTIAL CLEANING SUPPLIES FOR EVERY HOME**

Maintaining a tidy and organised home promotes a healthy, hygienic and harmonious living environment for the entire family. Regular cleaning prevents dirt buildup, mould growth, allergens and ailments. However, achieving desired results without proper tools and products becomes quite difficult.

The complexity level increases when you don't have the necessary cleaning supplies for tasks like dusting ceiling fans, vacuuming carpets, scrubbing greasy appliances, etc. If you want to save time and energy while sprucing up your beautiful living space, consider this guide and stock up on all the essential cleaning supplies. This includes everything from scrubs and sponges to brushes and eco-friendly products.

The best part is that many professionals use these supplies for a budget vacate cleaning Perth. So, look at the following items and prepare a customised cleaning caddy for your home.

### **1. Microfiber Cloths & Telescopic Dusters**

Accumulated dust, dirt and debris on surfaces like walls, shelves, ceiling fans, blinds, etc can pollute the indoor air, causing various health hazards, such as respiratory disorders, allergies and breathing problems.

To tackle loose dust and dirt, use microfiber cloths. It is a wonderful, sustainable and affordable cleaning supply for your home. Wipe down hard surfaces with a damp microfiber cloth. It can fetch even the tiniest dirt particles from the surface without any hassle. You can also use it for sopping up liquid messes, splatters and spills from carpets, countertops, glass surfaces and wooden furniture.

For higher surfaces like ceiling fans and walls, use a telescopic duster. It is a handy tool for everyone, especially seniors with mobility issues. Use it, wash in hot water and the cloth is ready again for the next task.

### **2. Broom & Dustpan**

These are the most basic cleaning supplies for every home. Use a broom and dustpan to remove loose dirt, dust, pet fur and other contaminants from your floors

(except carpets). The best part is that it can reach into nooks and crannies, under the heavy furniture to intensive cleaning.

Regularly sweeping floors can prevent dust accumulation, promoting a healthy and shiny home environment. The best part is that both are super affordable and accessible.



### **3. A Vacuum Cleaner**

This is a must-have cleaning tool for homeowners. There are plenty of options to choose from, including:

- Upright vacuums: These are great for carpet cleaning. It can remove embedded dust, pet hair, heavy soil and allergens effectively.
- Canister Vacuums: These are great for cleaning hard-to-reach areas, such as blinds, underneath a couch, etc.
- Handheld Vacuums: These are perfect for cleaning small messes or tight spaces like window sills and door tracks. Plus, they are affordable.
- Robotic Vacuums: It is a more advanced cleaning gadget that is ideal for busy professionals. It uses automated features, sensors and navigation technology to clean your home.

Tip: Highly trained vacuum cleaners in Perth recommend using a HEPA-filtered vacuum cleaner, which can remove 99.8% of dirt and allergens from almost all surfaces. Believe it or not! This tool can help you maintain a healthy living space and promotes harmonious environment.



#### **4. Mop and Bucket**

You need these supplies to remove spills, splatters and stains from floors. It is good to use a microfiber mop to remove stains from almost all types of floors. For effective results, use mild dishwashing soap or a specialised floor cleaner. Dip the mop into the bucket and swirl out excess water to prevent moisture buildup.

#### **5. Sponge**

Add a good quality sponge to your cleaning caddy. Kitchen sponges are beyond washing dishes. You can soak spills and splatters from countertops and gently scrub filthy ovens, microwaves and other surfaces. It removes dirt, grime and stains without leaving scratches behind.

Consider using a reusable sponge or a bamboo one to reduce landfill waste and greenhouse gas emissions.

#### **6. Scrub Brushes**

You need a scrub brush to break down dirt and grime from surfaces. You can use a powerful scrubbing tool or a non-abrasive toothbrush to get into nooks and crannies, between grout lines, sink and tub surfaces, etc. Scrubbing brushes can help you achieve the desired results effectively.

If you are concerned about scratches and other marks caused by scrubbing, start using an all-natural magic eraser. It is made of melamine foam and works wonders in removing stains and grime from almost all surfaces.

### **7. A Toilet Brush**

This is also a must-have bathroom tool to help remove stains and grime from your toilet bowl. The specialised brush also allows you to remove dirt and grime inside your toilet. It can effectively remove brown stains and limescale.



### **8. A Rubber Squeegee**

Use a good-quality rubber squeegee to clean your windows, mirrors, and other glass surfaces. It will remove soap and excess water from the surfaces and will not leave streaks or stains behind. Make sure you wipe it down after each stroke.

### **9. White Vinegar**

This is one of the most versatile natural cleaning agents. You can use white vinegar's versatility to prepare a multi-purpose cleaner for your home. Mix equal parts of vinegar and warm water. Add a teaspoon of dishwashing liquid soap and apply it to affected areas (except natural stone surfaces). It can help you effectively remove pet stains, wine stains, rust, limescale, mould and mildew, and other grime.

## **10. Baking Soda**

Another great cleaning product is baking soda. It is a natural cleaning agent that can help you remove buildup grease, grime, oil stains, and bad odours from almost all surfaces. Use it as a paste or sprinkle it on the carpets to freshen up your floor coverings. It leaves no pungent smell behind.

## **11. Rubbing Alcohol**

After cleaning your home, ensure you disinfect high-touch surfaces. That's where you need a safe yet powerful disinfectant. Rubbing Alcohol is one great solution that can help you kill germs, bacteria, and lurking viruses from surfaces like doorknobs, light switches, floors, sinks, and faucets.

If you are at the end of your tenancy, prefer hiring experts for a professional vacate cleaning Perth and impress your fussy landlord. They clean and disinfect every nook and cranny according to the checklist and help you secure full bond money. Make sure you choose the best service to pass your final rental inspection.

These are some of the most essential cleaning supplies you should include in your cleaning caddy. With the help of the right tools and products, you can effectively tackle stubborn stains, grime, and bad odours and maintain a clean home.

## **CONCLUSION**

Organizing your home as a busy individual may feel like a daunting task, but with the right strategies and habits, it becomes a manageable and rewarding process. By prioritizing key areas, adopting small daily routines, and using creative storage solutions, you can create a space that is not only functional but also calming. A well-organized home reduces stress, saves time, and allows you to focus on what truly matters in your personal and professional life.



Remember, home organization is not about perfection but about creating an environment that supports your lifestyle and goals. Take it step by step, celebrate small wins, and adjust your approach as needed. With consistency and intentionality, you can transform your home into a haven of order and efficiency, even amidst a busy schedule.

## **MISTAKES TO AVOID AFTER CLEANING AND ORGANISING HOME**

Maintaining a clean and organized home doesn't end once the cleaning is done. To ensure your efforts last, avoid these common mistakes:

### **1. Not Creating a Maintenance Plan**

- Cleaning and organizing are ongoing tasks. Failing to establish a routine can cause clutter to reappear quickly. Set weekly or monthly schedules for upkeep.

### **2. Overlooking Daily Habits**

- Small daily actions like leaving dishes in the sink or clothes on the floor can undo your hard work. Develop simple habits like tidying up after meals or putting items back where they belong.

### **3. Holding on to Unnecessary Items**

- After organizing, it's easy to fall back into the habit of keeping unnecessary items. Regularly assess your belongings to ensure clutter doesn't build up again.

### **4. Neglecting High-Traffic Areas**

- Areas like entryways, kitchens, and living rooms get messy faster. Make these spaces a priority for daily or weekly touch-ups to prevent clutter from spreading.

### **5. Not Labeling Storage**

- Organized spaces can become chaotic if storage isn't clearly labeled. Use labels to ensure everyone in the household knows where items belong.



### **6. Overloading Storage Spaces**

- Avoid stuffing closets, drawers, or shelves to their maximum capacity. Leave some breathing room to make accessing and maintaining your items easier.

### **7. Ignoring Seasonal Adjustments**

- Failing to rotate or adjust items based on the season can lead to unnecessary clutter. Store seasonal decor, clothes, and tools to keep your space functional year-round.

### **8. Procrastinating Repairs or Deep Cleaning**

- Avoid postponing minor repairs or deep-cleaning tasks. Small issues like a leaky faucet or dusty vents can grow into bigger problems over time.

### **9. Neglecting to Involve Others**

- If you share your home, organizing shouldn't be a solo effort. Failing to involve family members can lead to disorganization as others may not follow the system you've set up.

### **10. Forgetting to Celebrate Your Efforts**

- Don't forget to take pride in your work! Appreciating your clean and organized home can motivate you to maintain it consistently.

By avoiding these pitfalls, you can enjoy a cleaner, more organized home for the long term. Regular maintenance, mindful habits, and teamwork will keep your space functional and inviting.

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