

EFFORTLESS HOME MANAGEMENT FOR BUSY PROFESSIONALS



By Emily Mariada

ABSTRACT

"Effortless Home Management for Busy Professionals" offers practical strategies to help individuals balance their professional lives with maintaining a clean and organized home. This guide provides easy-to-follow tips for managing daily household tasks, from decluttering and creating a manageable cleaning schedule to utilizing smart tools and automating chores. With a focus on time-saving techniques, it helps busy professionals keep their homes in top shape without feeling overwhelmed. The PDF encourages efficiency, organization, and simplicity, making home management feel less like a burden and more like a seamless part of daily life.



In addition to cleaning and organizing advice, this guide highlights the importance of delegation and outsourcing tasks to maintain a stress-free lifestyle. It also explores ways to simplify meal planning, laundry routines, and home maintenance, offering solutions for time management in every aspect of home life. Whether you're balancing work with family or personal commitments, "Effortless Home

Management for Busy Professionals" provides the tools you need to create a comfortable and functional living space without sacrificing time or energy.

LET'S GET STARTED

"Effortless Home Management for Busy Professionals" is designed to help individuals with demanding careers efficiently manage their home life. With practical tips on cleaning, organizing, and maintaining your living space, this guide simplifies household management by breaking down tasks into manageable steps. It focuses on creating sustainable routines, from quick daily tidying to strategic weekly cleaning schedules, and offers solutions for integrating time-saving tools and automation into your home care. This approach enables busy professionals to maintain a clean and organized home without feeling overwhelmed or losing valuable time.

In addition to organization and cleaning strategies, the guide emphasizes the importance of delegation and outsourcing to keep life manageable. Whether it's meal planning, laundry, or home repairs, "Effortless Home Management for Busy Professionals" provides actionable advice to streamline tasks. By adopting efficient systems and making small, consistent changes, professionals can maintain a balanced home life that supports both productivity at work and relaxation at home, all while reducing stress and enhancing well-being.

HOW TO DECLUTTER YOUR HOME : BEST ROOM-BY-ROOM METHODS

Decluttering your home can feel overwhelming, but with the right approach, you can make the process manageable and rewarding. Here's a detailed room-by-room method to help you clear out the clutter efficiently:

1. Living Room

- Sort through items: Start with surfaces like coffee tables, side tables, and shelves. Remove anything that doesn't belong or isn't used regularly.

- Organize electronics: Tidy up cables and remotes. Use cable organizers or baskets to keep things in place.
- Furniture and accessories: Go through cushions, throws, and decorative items. Keep only what adds value or joy to the space.
- Create functional zones: Ensure that the space serves its purpose. Arrange furniture in a way that encourages easy movement and promotes relaxation.



2. Kitchen

- Countertops and drawers: Clear off all items from countertops and sort through kitchen drawers. Throw away expired food, unused gadgets, and duplicate items.
- Pantry: Go through canned goods, spices, and pantry staples. Toss anything outdated or that you haven't used in a while.
- Cabinets: Organize your cabinets by grouping similar items together. Invest in drawer dividers or organizers to keep things tidy and easy to access.

- Clean out the fridge: Toss expired food, and wipe down shelves. It's important to make space for fresh groceries and maintain cleanliness.

3. Bedroom

- Closet: Begin by sorting through clothes. Donate or discard items you haven't worn in the past year. Use storage solutions like bins or shelves for accessories and shoes.

- Under the bed: Clear out the space under your bed by storing items in bins or boxes. Consider using this area for seasonal items.

- Nightstands and dressers: Go through drawers and remove anything that doesn't belong. Keep only essential items on your nightstand, like a lamp, clock, or a book you're currently reading.

- Bedding and linens: Purge old or worn-out bedding and towels. Keep a minimal set of extra sheets and pillowcases.

4. Bathroom

- Medicine cabinet: Dispose of expired medications, unused products, and old toiletries. Organize remaining items with clear containers or drawer organizers.

- Shower/tub: Remove any empty bottles, old sponges, or unused products. Keep only the essentials like soap, shampoo, and body wash.

- Under-sink storage: Use bins or baskets to organize cleaning supplies, toiletries, and extra toilet paper. Throw away anything that's no longer usable.

- Tidy the counters: Keep counters free of unnecessary items. Store frequently used items in drawers or cabinets to maximize space.

5. Home Office/Workspace

- Paperwork: Sort through documents and file important ones. Shred or recycle anything you no longer need, such as old bills or outdated files.

- Desk area: Keep your desk clean by clearing unnecessary items. Organize pens, notebooks, and office supplies into drawers or containers.

- Technology: Tidy up cables and wires. Consider using a cable management system to keep everything organized and out of sight.
- Storage: Organize books, binders, and other materials. Use shelves, bins, or filing cabinets to keep your workspace clutter-free.

6. Entryway

- Shoes and coats: Sort through shoes and coats. Keep only the items you actually wear. Invest in a shoe rack or coat hooks to keep everything in place.
- Bags and accessories: Declutter any bags, hats, or scarves hanging around. Store them neatly or donate items you don't use.
- Mail and keys: Create a designated space for mail, keys, and other essentials. Set up a small tray or bowl to catch loose items.
- General cleanliness: Sweep the area regularly and keep the space inviting for guests.

7. Kids' Rooms (if applicable)

- Toys: Go through toys and donate or discard anything that's broken or no longer used. Sort remaining toys by type and store them in bins or toy chests.
- Clothes: Donate outgrown clothes and organize the closet by size. Use bins or drawers for seasonal clothes or items they're not currently wearing.
- Books and papers: Organize bookshelves and file or discard old artwork and papers. Keep only a few special mementos.

8. Garage/Basement/Attic

- Seasonal items: Sort through seasonal items like holiday decorations, camping gear, and sporting equipment. Store them in clearly labeled bins for easy access.
- Tools and equipment: Go through tools and other equipment. Donate or toss broken items. Keep frequently used tools in a clearly labeled toolbox or storage system.

- Old furniture and belongings: Check if there are any items you no longer need or use. Consider donating or selling larger pieces of furniture or boxes of things.

9. Hallways

- Storage areas: Clear out any unnecessary items stored in hallways. Keep the space open and tidy by limiting storage to essential items.

- Décor: Keep wall art and décor minimal. If there are piles of shoes, jackets, or bags, designate a proper storage space for them.

10. Laundry Room

- Supplies: Sort through laundry detergents, fabric softeners, and cleaning supplies. Recycle or toss empty containers and use storage bins for organized storage.

- Clothes baskets: Keep laundry baskets or hampers organized. Only store items that are used for laundry, and avoid letting them become catch-alls for other belongings.

- Ironing or folding area: Keep an area clear for folding and ironing clothes. Keep it tidy by storing ironing boards and supplies in a closet or closet space.

General Decluttering Tips:

- Start small: Focus on one room or area at a time to avoid feeling overwhelmed.

- Set a timer: Limit decluttering sessions to 30-45 minutes to keep momentum going.

- Ask yourself: Do I use it or love it? Be honest when deciding whether to keep or toss items.

- Donate regularly: As you declutter, set aside items to donate so they don't just end up in another pile.

- Stay consistent: Make decluttering a regular habit. Set aside time each month to go through specific areas and keep your home organized.

With these methods, you can gradually create a decluttered, more organized space that promotes calm and efficiency in your everyday life!

OVERVIEW FOR CLEANING IN BUSY SCHEDULES AS A SWAMPED PROFESSIONAL

For busy professionals juggling work, personal commitments, and everything in between, cleaning can often feel like a daunting task. With little time to spare, it's easy to let household chores pile up, leaving you feeling overwhelmed and stressed. However, keeping a clean home doesn't need to add more pressure to your already packed schedule. By adopting smart cleaning strategies, you can maintain a tidy living space without sacrificing precious time.

Efficient cleaning starts with a plan. Prioritize high-traffic areas and focus on quick, impactful tasks that give you the biggest results. Incorporating simple routines, like daily tidying up, setting a timer for quick cleanups, or dedicating a small amount of time each week to deeper cleaning, can make a huge difference. Additionally, leveraging cleaning tools and services can save time and energy, allowing you to enjoy a fresh, organized home even on your busiest days. With the right approach, cleaning becomes less of a chore and more of a manageable task, helping you keep your space neat while balancing a hectic professional life.

WEEKEND CLEANING CHECKLIST: STEP-BY-STEP GUIDE

Due to the hectic lifestyle in metropolitan cities like Melbourne, people often find it difficult to perform day-to-day household chores. That's where weekend cleaning sessions come in. It is a great option for busy individuals and working professionals to complete piled-up housekeeping tasks on weekends.

It is a great opportunity to perform tasks like dusting, vacuuming or cleaning carpets and pest control, doing laundry, cleaning appliances, deep cleaning bathroom fixtures and mopping floors. You can pre-plan everything and revamp our living space for the coming week.

Some people even include big tasks like washing windows, outdoor maintenance, or pressure washing. However, if you are overwhelmed by the number of tasks, consider this step-by-step guide and create a proper weekend cleaning checklist. This includes all rooms, important spots, and tasks that may require a lot of time and energy.



1. Begin with Preparations

Organise your weekend cleaning session by gathering the necessary cleaning supplies. Start with basics, such as all-purpose cleaners, white vinegar, baking soda, lemon, hydrogen peroxide, warm water and rubbing alcohol. Also, include essential oil in your cleaning caddy.

For tools and equipment, stock up on microfiber cloths, a telescopic duster, assorted brushes, sponges, mops, a heavy-duty vacuum cleaner, mop, towel paper and rags. Include everything in your caddy to save time and energy. However, if you are at the end of your tenancy, book end of lease cleaners in Melbourne. They follow a pre-approved checklist and cover everything to help you get the full bond amount without any fuss.

If music uplifts your mood, create a playlist and add upbeat songs to stay motivated throughout the process.

2. De-cluttering Your Rooms

Believe it or not! A clutter-free room can save your cleaning time. So, clean as you go and pick up trash and other items scattered around the living space. This could be anything from magazines, newspapers, toys, books, dishes, shoes, etc.

Toss the junk and return scattered items to their designated areas. It is good to include your kids or roommate to stay organised and efficient.

3. Dust Surfaces From top to bottom

Weekend cleaning is the perfect routine to tackle accumulated dust, dirt, pollen and other allergens from almost all hard surfaces. Grab a damp microfiber cloth and wipe down surfaces like shelves, countertops, light fixtures, fittings, picture frames, blinds, sills, baseboards, tables, door tracks and floors.

Use a step stool to reach the fan blades and wipe down the dirt using an old pillowcase.

4. Wash Your Windows

Adding windows to a weekend cleaning checklist can help you maintain your home's curb appeal. Use a dry cloth or a vacuum cleaner to remove loose dirt and allergens from the sills, frames, and glass surfaces.



Wash your windows using white vinegar spray. This will effectively break down the dirt and stains. Make sure you run a sponge in a circular motion to achieve shiny results. To avoid streaks, run a rubber squeegee and remove excess water. For exterior parts, use a pressure washer to remove stains and achieve spotless windows inside and out.

5. Deep Clean Your Carpets

Vacuuming can help remove embedded dust particles, pet hair, pollen and allergens. However, you need time to tackle stains, bad odours and pet stains. So, include your carpets in your weekend cleaning checklist.

Use a white vinegar spray to pre-treat your carpet. After that, blot the surface with a cloth or run a steam cleaner. Next, sprinkle a generous amount of baking soda to neutralise bad odours and germs.

If you are moving out of your rental property in Melbourne, Victoria, you can also hire experts for a detailed carpet cleaning. They will perfectly clean your rugs and carpets and restore their pristine shine.

6. Degreasing Kitchen Appliances

There is no denying the fact that leaving kitchen appliances greasy and stained can breed harmful germs and mould. If you have a busy schedule, clean all your appliances on weekends. Here is how you can tackle dirt and stains from each kitchen appliance:

- **Oven:** Remove and soak the grills in hot, soapy water. For the interiors, apply baking soda paste and leave it for a few minutes. Do not apply it to the heating coils. Leave it for a few minutes or until you wipe down with a damp cloth or sponge. Clean the grills, door handle, glass surface, and exterior body with white vinegar.
- **Microwave:** Heat white vinegar, lemon juice and water in a microwave for 2 minutes. Leave the lid closed for another 10 minutes. The steam will dislodge caked-on grime or gunk. Now, take a damp cloth and wipe down the surface.
- **Refrigerator:** Empty your fridge and toss food waste. Remove shelves and wash them with soap and water. Spray the interior walls and surfaces with

white vinegar solution and scrub with a sponge. Clean the handles, gate gaskets, and coils.

- Dishwasher: Empty the appliance and clean the filter with vinegar. Wipe the interiors and run a hot water cycle to dislodge gunk and food particles.

7. Clean Kitchen Cabinets and Sink

Wooden cabinets are the most neglected items in the kitchen. If they are laden with grease, oil splatters, and grime, restore their shine using an eco-friendly solution. Castile soap can do wonders in tackling stains and grime. Spray the product and gently scrub with a soft-bristled brush to remove grease from cabinets.

Also, clean and disinfect the kitchen sink and faucets. You can apply baking soda paste to remove gunk. For garbage disposal, use the duo of baking soda and vinegar. It will remove the stuck food particles and bad odours effectively.

If you have a tight schedule at the end of your tenancy, hire experts for a quality end of lease cleaning Melbourne. They clean the entire kitchen, including rangehood, floors and stovetop with perfection.

8. Bathroom Cleaning Checklist

Bathrooms need attention-to-detail cleaning once a week. A weekend cleaning session will help you remove soap scum, calcium deposits, mould spores, brown stains and lurking germs from almost all surfaces. Here is a quick checklist:

- Shower head: Remove soap scum and gunk using white vinegar solution
- Bathtub and tiles: Use baking soda to clean the bathtub, tiles and other natural stone surfaces. Make sure you clean grout lines with an old toothbrush.
- Toilet: You can simplify difficult cleaning tasks using the right method. Clean the toilet bowl and seat using the vinegar solution. Spray and gently scrub nooks and crannies for shiny gloss.
- Sink and counter: Scrub the sink and faucets. Wipe the countertop
- Polish mirrors

9. Launder Bed Linens and Towels

Weekends are the perfect time to wash dirty bed sheets and other linens. Make sure you wash them in hot water to kill dead skin cells and dust mites. Also, clean the laundry room and fold clothes to streamline your upcoming week.

10. Pay Attention to Floors

Sweep the floors, including nooks and crannies, to remove loose dirt, debris, and gunk from the surface. Then, mop the floors with soapy water to remove stains and grime. Also, spot-clean your hardwood floors and achieve a shiny abode.

11. Clean the Outdoor Areas

Use this time to clean the outdoor areas of your home. Sweep your patios and balconies and wipe down furniture. You can also hire professional end of lease cleaners Melbourne to secure your bond money. They will help you pass the rental inspection without bond deductions because they follow a pre-approved checklist.

Follow this fantastic weekend cleaning checklist to maintain a clean, germ-free, and sparkling home. It will streamline your tasks and help you easily remove dust, dirt, and stains from surfaces.

EASY QUICK WAYS TO BE MORE ORGANIZED

Staying organized doesn't have to be time-consuming or overwhelming. By implementing simple and effective strategies, you can maintain an organized space and feel more in control of your day. Here are 10 easy ways to quickly boost your organization:

1. Declutter Daily

- Set aside 10-15 minutes each day to tidy up and remove unnecessary items. Whether it's your desk, kitchen counter, or living room, a few minutes each day can prevent clutter from piling up.

- Tip: Use the "one-touch rule"—handle each item only once. If you pick something up, decide its fate immediately: put it away, toss it, or delegate.

2. Use Storage Bins and Baskets

- Invest in clear storage bins or baskets for items that tend to clutter up your space, such as paperwork, toys, or seasonal items. Label them clearly so you know where everything goes.

- Tip: Keep items organized by category, such as "office supplies," "winter clothing," or "miscellaneous electronics."



3. Create a Daily To-Do List

- Each morning, make a simple to-do list to keep track of your tasks for the day. Prioritize them by importance and stick to your list to stay on top of things.

- Tip: Break down large tasks into smaller steps so they feel more achievable.

4. Designate a Place for Everything

- One of the easiest ways to stay organized is by assigning a specific spot for everything. Whether it's keys, mail, or laundry, make sure there's a designated place to keep these items.

- Tip: Invest in storage solutions like hooks, trays, and baskets to make it easy to put things away.

5. Utilize Vertical Space

- Maximize your space by using shelves or wall-mounted organizers for storing things like books, office supplies, or decor.

- Tip: Install hooks or pegs in your entryway for coats, bags, or hats, keeping these items off the floor and easily accessible.

6. Clean as You Go

- Whether you're cooking, working, or getting ready in the morning, make it a habit to clean up after yourself as you go. This reduces the buildup of mess and helps keep things neat.

- Tip: If you're working on a project or cooking a meal, clean the tools and workspace as you finish with them to avoid a massive cleanup later.

7. Declutter Your Digital Space

- Organize your emails, delete unnecessary files, and set up folders on your computer or phone to make it easier to find documents or photos.

- Tip: Use apps like Google Drive or Dropbox to store documents and access them easily from anywhere, reducing the need for physical paperwork.

8. Stick to a Routine

- Develop simple routines for tasks like doing laundry, meal prep, or tidying up before bed. Routines help you stay organized because they become second nature and require less mental effort.

- Tip: Use a weekly planner or app to set aside specific times for chores, like "Tidy up the living room on Sundays" or "Do laundry every Wednesday night."

9. Go Paperless When Possible

- Reduce paper clutter by switching to digital bills, receipts, and important documents. Organize your digital files into folders for easy access.

- Tip: Set up automatic payments for bills and store digital receipts to minimize paper and reduce the chance of losing important documents.

10. Simplify Your Wardrobe

- Keep your wardrobe organized by regularly donating items you no longer wear. Store seasonal clothing in bins or under-the-bed storage to free up closet space.

- Tip: Follow the "one in, one out" rule—whenever you buy a new item, get rid of an old one to prevent clutter from accumulating.

By making small, consistent changes and using simple organizational tools, you can create a space that's both functional and tidy. With these easy strategies, you'll feel more in control of your environment, which can lead to reduced stress and improved productivity.

7 WAYS TO ENCOURAGE MINIMALISM AT HOME

Adopting a minimalist lifestyle at home doesn't mean getting rid of everything you own, but rather focusing on quality over quantity and only keeping what truly adds value to your life. Here are seven ways to encourage minimalism and create a more peaceful, clutter-free living space:

1. Evaluate What You Truly Need

- Minimalism starts with evaluating your possessions. Go room by room and ask yourself: Do I need this? Does this item add value to my life? If something is broken, unused, or doesn't serve a purpose, it's time to let it go.

- Tip: Start with easy-to-sort areas like your kitchen or closet, where you likely have extra gadgets, clothes, or dishes that aren't essential.

2. Practice the "One In, One Out" Rule

- To prevent clutter from accumulating, adopt the "one in, one out" rule: for every new item you bring into your home, get rid of an old one. This encourages you to be more mindful about new purchases and helps maintain the minimalist atmosphere.

- Tip: When you buy new clothes or gadgets, take a moment to donate or sell something you no longer need. This keeps your space from becoming overcrowded.

3. Invest in Quality, Not Quantity

- Instead of buying multiple cheap items that clutter your home, invest in high-quality, timeless pieces that will last longer. This applies to furniture, kitchenware, clothing, and even decor.

- Tip: Look for items that serve more than one purpose. For example, a convertible sofa bed, or multi-functional furniture like a storage ottoman, can reduce the need for extra furniture.

4. Create Designated Spaces for Items

- Keep things organized by designating specific spots for commonly used items, such as keys, mail, and electronics. This helps prevent clutter and ensures that things are easy to find and access.

- Tip: Use simple, functional storage solutions like baskets, shelves, or hooks to store everyday items neatly. Limit the number of storage spaces so that each item has a home.

5. Go Paperless

- Paper clutter can quickly build up, from mail to old magazines or receipts. Minimize paper items by going digital whenever possible. Opt for online billing, subscriptions, and storage for documents.

- Tip: Use apps or services to store receipts and organize your finances digitally. Create folders on your computer or phone to store important documents, keeping your home free from piles of paper.

6. Embrace Multi-Purpose Rooms

- Instead of dedicating rooms for one specific purpose, embrace the idea of multi-functional spaces. A guest room can double as an office, or a dining room can also serve as a study area.

- Tip: Keep furniture minimal but functional. For example, use foldable or stackable chairs, or choose furniture that offers hidden storage to maximize the space and utility of each room.

7. Declutter Regularly

- Minimalism is a continual process, so make decluttering a regular habit. Schedule a time each month to go through your possessions and donate, sell, or dispose of anything you no longer need.

- Tip: Set a timer for 15-20 minutes and declutter one small area of your home each session. Over time, it becomes easier to stay on top of clutter, and you'll find yourself maintaining a minimalist environment without much effort.

By incorporating these minimalist strategies into your daily life, you can create a home that's more functional, peaceful, and clutter-free. The goal is to focus on the essentials, reduce distractions, and surround yourself only with items that support a simpler, more fulfilling lifestyle.

SIMPLE WAYS TO PRACTICE SELF-CARE EVERY DAY (AFTER HOME CARE)

Self-care is essential for maintaining mental, emotional, and physical well-being, especially after taking care of household responsibilities. Here are some simple, effective ways to incorporate self-care into your daily routine:

1. Hydrate Properly

- After cleaning and organizing your home, it's easy to forget to drink enough water. Staying hydrated throughout the day helps maintain energy levels, improve focus, and support your body's natural processes.

- Tip: Keep a water bottle nearby and aim for at least 8 glasses of water a day. Consider adding some flavor with lemon or mint to make it more enjoyable.

2. Take Short Breaks

- Between tasks, especially after cleaning, take short breaks to recharge. These breaks allow you to step away from responsibilities and relax for a few minutes.

- Tip: Use a timer to take 5-10 minute breaks every hour. Stretch, walk around, or do something you enjoy, like listening to music or reading for a few minutes.

3. Prioritize Sleep

- Quality sleep is a crucial part of self-care. Ensure that you're getting enough rest, as it helps rejuvenate both the mind and body.

- Tip: Set a consistent sleep schedule by going to bed and waking up at the same time each day. Create a relaxing bedtime routine, like reading or meditating, to improve your sleep quality.



4. Practice Mindfulness or Meditation

- Taking a few minutes to meditate or practice mindfulness can help reduce stress and bring clarity to your thoughts after a busy day. It can be especially soothing after a lot of physical tasks, like cleaning.

- Tip: Find a quiet space, close your eyes, and focus on your breath for 5-10 minutes. Use guided meditation apps if you need structure to your practice.

5. Engage in Physical Activity

- Exercise is a powerful self-care tool, as it boosts endorphins and helps reduce stress. Even light physical activity can have positive effects on your mood and energy.

- Tip: Take a brisk walk, do some yoga stretches, or follow a quick workout routine. Aim for at least 15-30 minutes of activity daily.

6. Set Boundaries and Say No

- It's important to know your limits and protect your time. Saying no when you're feeling overwhelmed is an act of self-care that preserves your mental health and well-being.

- Tip: Learn to politely decline additional tasks or commitments that aren't essential, especially after you've already spent time managing your home and personal responsibilities.

7. Indulge in a Hobby

- Spend time doing something you enjoy, whether it's reading, painting, gardening, or cooking. Hobbies provide a sense of accomplishment and joy outside of everyday obligations.

- Tip: Dedicate at least 15-30 minutes a day to your hobby, whether it's during the morning, lunch break, or evening. This time is yours to unwind and recharge.

8. Nourish Your Body with Healthy Food

- Eating well is a fundamental aspect of self-care. After taking care of home-related tasks, ensure you're fueling your body with nutritious meals that promote energy and overall health.

- Tip: Plan balanced meals with plenty of fruits, vegetables, protein, and whole grains. Avoid skipping meals, and treat yourself to a healthy snack when you're feeling hungry.

9. Practice Gratitude

- Take a moment to reflect on the things you're grateful for. Practicing gratitude can help shift your mindset, reduce stress, and improve overall happiness.

- Tip: Write down three things you're grateful for each day in a journal. It could be anything from a moment of peace to something that went well during your day.

10. Pamper Yourself

- Treat yourself to a little self-care indulgence, whether it's a warm bath, a skincare routine, or simply taking time to relax.

- Tip: Set aside time to unwind, whether it's through a DIY face mask, lighting some candles, or taking a long bath with your favorite scents.

By making these simple self-care practices part of your daily routine, you'll maintain a healthy balance between taking care of your home and your personal well-being. Remember, self-care doesn't have to be complicated—just a few minutes of intentional care each day can make a significant difference in how you feel.

CONCLUSION

Effortless home management for busy professionals is all about being organized, staying consistent, and finding smart ways to manage daily tasks without feeling overwhelmed. By setting routines, simplifying chores, and prioritizing what's important, you can keep your home tidy and welcoming without sacrificing too

much time or energy. Remember, it's not about perfection, but about making life easier and more manageable so you can enjoy your home and focus on other aspects of your busy life. With a little planning and the right approach, home management can feel effortless and stress-free.



REFERENCES

- By Elizabeth Larkin and Maria Sabella (19 December 2024)| How to Declutter Your Home: 6 Best Room-by-Room Methods| the spruce| Retrieved on 22 January 2025| from <https://www.thespruce.com/how-to-declutter-your-home-2648002>
- Cleaning And Laundry| forbes| Retrieved on 23 January 2025| from <https://www.forbes.com/vetted/home/cleaning-laundry/>

- Weekend Cleaning Checklist: Step-By-Step Guide (07 Oct 2024)| endofleas cleaners melbourne| Retrieved on 24 January 2025| from <https://www.endofleas cleaners melbourne.com.au/weekend-cleaning-checklist/>
- By Mary Cornetta (May 5, 2023)| 14 Easy Ways to Be More Organized| better homes & gardens| Retrieved on 25 January 2025| from <https://www.bhg.com/how-to-be-more-organized-7373964>
- By Chiana Dickson (22 November 2023)| 7 ways to encourage minimalism at home – according to pro organizers| homes and gardens| Retrieved on 26 January 2025| from <https://www.homesandgardens.com/solved/how-to-encourage-minimalism-at-home>
- By Wendy Rose Gould (January 07, 2024)| 9 Simple Ways to Practice Self-Care| real simple| Retrieved on 27 January 2025| from <https://www.realsimple.com/health/mind-mood/emotional-health/self-care-tips>