



# The Get Yourself Organized Project Clean Room Cheat Sheet



## Step 1: Your Plan of Attack

Pick one area to tackle (bookshelves, cabinet, under the bed, etc.).  
If it's a less cluttered room, you can do it all at once.

## Step 2: Sort It Out

Grab your three boxes and two bags and start going through the area and sort the things that are out of place.

## Step 3: Clean It Up

Get rid of everything in the garbage bag, the recycle bag, the Other Rooms box, and the Give Away box. Now give it a quick cleaning.

## Step 4: Label It and Put It Away

Now is the time to take care of the "Put Away" box. Be sure to label any area where you want other family members to put things away.

## Step 5: Keep It Up

Keep looking for ways to control the clutter that sneaks back in. Set up a routine for when you come back into that room (Whenever there is a commercial on, I'll clean the living room. When my coffee is brewing, I'll wipe down the counters.)



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