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# DECLUTTER AND ORGANIZE YOUR HOME

## FOR EFFICIENCY AND FLOW

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I believe we are the most productive in beautiful, aesthetically pleasing environments that support our lifestyle and values. Disorder and poor use of space can lead to confusion, stagnation and wasted time. When an area is organized in a functional, attractive way that supports the needs of the people using it, they are able to focus on accomplishing what's important to them. Below are three tips you can act on today that will make a difference.

### Eliminate Obvious Waste

A quick start that you can do at any time, is to remove and terminate all garbage and recycling from inside and around your home. Do a preliminary scan through your whole living space. Put garbage in one bag and recycling in another. Take them to their appropriate outside waste bins as soon as you're done. It may seem obvious, but garbage and recycling can take up a lot of functional space. Also, if you have broken items that can be repaired, do so or terminate them. Create a new beginning for yourself by releasing what has no future.

### Identify Accumulation Points

Accumulation points are areas in your home where items are set on a regular basis, typically from when you first arrive. These items can be from shopping, mail, where you take off your shoes, etc... Left unattended, more items can get piled on top and pretty soon things go missing, break, rot, or simply accumulate dust. Identify these areas and make a plan to address them. For example, after you've unloaded your automobile, set aside time to put everything away. Clean up your desk or regular workspace before going to bed. If storage is an issue for shoes or other frequently used items, change the system for faster access and clean up.

### Like With Like

Like with like means to organize items by location and function. Start by making sure everything is in its right room and don't have multiple storage locations throughout the house unless there is a good reason to do so. Once everything is in its correct area, sort by function. For example, all batteries should go together. Same thing with lightbulbs, socks, coats, pens, everything... Ask yourself how frequently you access these things? Daily items should be on a countertop, or in a drawer or cabinet level with your torso, so you can access them easily with the least maneuvering. For items used infrequently such as monthly or seasonally, keep them in more remote or less prominent areas of the home.

Decluttering your home can be overwhelming, but starting with small steps and completing tasks will build confidence to move on to bigger projects! Plus, you'll see tangible results and feel motivated to do more. Our lifestyles are fluid and dynamic, so the way we organize our space should be as well. If you try something and discover you need to adjust it, then do so. Keep course correcting until you find a rhythm that works for you.



*Dahlia has been organizing spaces since her youth and is trained in sustainable design principles for the home and garden. She is available by appointment to help people declutter and organize their homes, through site assessments and special projects, such as organizing an office space. For more information or to schedule a consultation, visit her website at [www.dahlia-mandala.com](http://www.dahlia-mandala.com).*