



CREATING A SPACE THAT FEELS LIKE HOME

1. IDENTIFY A SPACE YOU WANT TO DECLUTTER AND ORGANISE THIS WEEK.

2. WHAT IS THE PRIMARY PURPOSE OF THE SPACE? HOW DO YOU WANT TO USE IT? HOW DO YOU WANT IT FUNCTION?

Is it a work space, a storage space, a bit of both? Is it a space that you are sharing with others? Is it a play area, a relaxation area or a space where you are entertaining others?

3. HOW DO YOU WANT YOUR SPACE TO LOOK AND FEEL? DECLUTTERED SPACE WILL LOOK LIKE?

EG: Where is your stuff? Is everything in its place? Is the space bright, light, colourful, functional, clean or tidy? Is the space easy to use? Are things more streamlined? Is it free of unnecessary items/objects?



4. HOW DOES THE SPACE MAKE YOU FEEL WHEN YOU USE OR WALK INTO IT?

EG: Does it make you feel relaxed? Confident? Focused? Organised? In control? Less stressed? Happy?

5. ASSESS YOUR SPACE

Stand back and assess your space and the items you are putting back. Ask yourself

- What was previously working?

- What was previously not working?

- What items need or should be stored together?



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- Where do items function best?

- Where do items fit best?

- What are the items you commonly use?

- Are there items in other parts of your home or workspace that should or need to be stored in this area?

- What storage systems do I need to make the space function better? (baskets, bins, files, shelves, dividers, etc)



NOTE: IF YOU ARE FINDING YOU CANNOT MAKE ALL THE ITEMS YOU HAVE FIT INTO YOUR SPACE IN A WAY THAT IS COMFORTABLE, FUNCTIONAL AND ACCESSIBLE, REVISIT THE DECLUTTERING STEP TO GET YOUR COLLECTION DOWN TO A MORE REALISTIC LEVEL.

15 POWERFUL QUESTIONS TO HELP YOU DECLUTTER YOUR SPACE

For each items ask:

1. Do I need it or just want it?
2. Does this item help me create what I want from my space? Does it fit with my goals for my home, my space, my life?
3. Do I want to create a designated home for it?
4. If I no longer had it, is it easy and inexpensive to find another one?
5. Can I manage without it?
6. Do I have something similar?
7. Do I love/cherish it?
8. Do I use it?
9. Are the time and storage costs worth keeping it?
10. Am I keeping it because of guilt?
11. Am I keeping it just in case?
12. Is there anyone I know who may need it or would make better use of it than I am?
13. Am I keeping it to avoid something emotional?
14. Do I have more than one of it?
15. Will a photo of it meet my need for it?