

PROFESSIONAL  
*Organizer*

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25 WAYS  
to  
*Simplify*  
in '25



# *Simplify* in '25

1. Add decluttering to your calendar. It's the quickest way to clear the stagnant energy in your space! A little refresh is a good thing!
2. Bring one/Send two. When you bring a new something into your space, make the commitment to remove (at least!) one something. Out with the old ... In with the new!
3. Be more mindful of the clutter in front of you. Pretend you are a guest in your home. It will help you to see what you're blind to!
4. Clear out closets. There is so much stuck energy in a closet that is stuffed to the gills!
5. Nothing under the bed. Having trouble sleeping? Clutter under your bed drowns out the peaceful energy that should be present in your sleeping space.
6. Basement/garage purging. If you've filled these spaces with things you no longer use (but might need later) ... Ditch them! Live for today! Clear that clutter!
7. Organize your home office. Clear clutter, do some filing, move the furniture around. All of these steps help re-energize your 'business' space.
8. Organize your workspace. A clear workspace will help keep you focused and efficient! Even a cubicle will benefit from a little reorganization!
9. Clean up your personal email!
10. Sending your treasures out into the world. See if your feelings around sentimental objects has shifted. PS It's ok to allow that to happen! Release them if they don't activate a warm heart feeling.
11. What do you feel when you walk through your front door? Is it messy, unorganized, cluttered? Work from your front door inward. It's the first time guests feel a sense of who you are. Make it a good impression!
12. During the month of January, simply organize/clear one small space a day!
13. Slow down! Use all of your senses to experience the energy of your space. Enjoy the places where you feel comfortable and take note of places that feel uneasy.
14. Don't turn the house upside down in one day! Even just clearing one room changes the vibe of your living space. The changes you make in your home can be reflected in your life outside the home. Be gentle with yourself.
15. Paint or a removable wall paper with a pop of color may be just what your space needs for a quick, inexpensive refresh.
16. Bedroom tips: This is the place in your home that, above all, is designated for rest. If your furniture (read: treadmill!) is a glorified clothes rack, just removing it and the clutter around it allows for a more balanced flow of peaceful energy. Soft, soothing colors will add to that ambiance.
17. Your front door is the bridge between your home life and the outside world. Make sure the path to your doorway is free of clutter and that your door itself is decorated for a warm welcome.
18. Check dynamic positioning of furniture in your home. This means placing dominant furniture in a position of power where you are able to see someone when they walk into the room. Try not to position furniture with your back to any entrance.
19. Make the commitment to yourself to create a living space that represents a life that you love.
20. If you feel overwhelmed when it comes to clearing clutter...start with the easiest chores first. It could be as simple as making the bed. That leads to picking the clothes up off the floor. And why not vacuum while the floors are clear?
21. The next step is to remove or reposition large pieces of furniture. Vacuum under/around those pieces that are staying.
22. Keep/Sell/Giveaway piles will help you fine-tune your clutter clearing.
23. Touch creates feeling. Look at your bookshelves. Touch all of the objects. If it doesn't evoke emotion, time to let it go.
24. Maybe = No! If you can't decide on whether something should stay or go, it's a GO! No guilt, no remorse, you've moved on in your life and that should be reflected (and celebrated by) the objects in your home!
25. Clean/dust/organize the items you are keeping. Clearing clutter makes a space messy for a while but it slowly comes back together. A clean, clear new space feels AMAZING! Congratulations! I knew you could do it! \*wink