

Help! I don't know where to begin!

mini-guide

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by aby garvey

Help! I don't know where to begin

WELCOME

Thank you for purchasing the *Help! I don't know where to begin!* mini guide. The simple, seven day plan presented on the pages ahead shows you how to start getting organized. It gives you simple ways to answer the looming question "Where should I begin?" so you can start clearing the clutter in your home. As you read through the material, keep in mind that it is through action that you create change. Simple acts of doing something about your clutter help you move past feeling overwhelmed to feeling motivated and energized.

This mini guide is also designed to give you a taste of the *simplify 101* approach to getting organized, as well as a sample of how good it feels to create change in your home and your life! The best part is this: When you finish this seven-day plan, you won't just *know* where to begin, you will have already begun! Each day you'll spend fifteen minutes tackling an area in your home, swiftly clearing clutter from that space. In the wake of the clutter you will find breathing room, motivation, and hope.

There is one caveat. If you simply read this material, without taking any action, you won't be much better off at the end of the week than you are now. The simple act of reading and learning will do little to change your home and life. But action will! Print out a copy of the *declutter tracker* and record how you feel about the clutter in your home right now. Then watch as these feelings gradually shift throughout the week—from stress to relief, and dare I say it, happiness!—as you begin taking action on your clutter!

Our Plan

Keep in mind that the best way to get organized is the way that works for *you*. There really isn't a one-size-fits-all solution. So instead of prescribing exactly where to start, and telling you to go from room A to room B, I'll share with you a simple "grab and dash" decluttering technique and give you a list of rooms to choose from. I suggest you start with the room that will give you the biggest bang for the bug—the more it's buggin' you, the better it will feel to do something about it! If you aren't sure, simply start at the top of the list with your kitchen, and move down the list day by day, or stay in the kitchen if you like. If you spend fifteen minutes in your kitchen today and want to spend fifteen more in there tomorrow, by all means do it! Doing what works for you (and trusting your gut about it!) is the fastest way to make progress!

Here's a quick overview of your seven day action plan.

- * **Day 1:** (This is today!) Today's task is to get ready to declutter and spend fifteen minutes clearing clutter from your first room.

- * **Days 2-6:** Spend fifteen minutes decluttering one area in your home. I'll give you a list of options to choose from and a list of easy items (a.k.a. "low hanging fruit") that may be lurking in that space.

- * **Day 7:** Reflect on your progress and plan your next steps.

What You Can Expect from this Plan

This mini guide will address how to get started decluttering so you can see first-hand the benefits of taking action. As a professional organizer, one of the most common things I hear when speaking with prospective clients is this: "I'm completely overwhelmed! I don't even know where to start..." When working with clients in-home, through coaching, and also in my workshops, I've found that once you overcome the initial inertia of starting, you get into a groove. It's much easier to keep going than you might imagine.

As I said before, this mini guide won't just help you figure out where to start—you'll actually get started! It's been said that getting started is the hardest part of any project, but the simple truth is it doesn't *have to* be hard! Our plan is to make it simple to get started clearing the clutter from your home, so you can move past feeling overwhelmed and onto being super excited about taking the next steps in organizing your home.

With this mini guide you'll make quick and simple decisions about your clutter. You'll pick your low hanging fruit—the easiest of all your clutter. But don't underestimate the power of this. Decluttering feels good, whether the decisions are come by easily, or with more contemplation.

What you won't be doing with this mini guide is organizing the items you decide to keep. And we won't be tackling the hard stuff—items that take a bit more time and contemplation to decide if it's time to say goodbye. (Those are both topics that are covered in-depth during simplify 101's six-lesson workshop **Organizing 101** which is a great next step in this process, by the way.) The sole focus and entire purpose here is to get you into action quickly and easily.

Are you ready to declutter? Great! Let's get started now!