

Decluttering + Organizing

♥ DO THIS BEFORE 2018

Dec 18

Remove/Fix Broken Items

Walk around the house. Throw broken things in a trash bag.

Note

Dec 22

Clean up Computer & Hard Drives

Manage your junks, temporary files, duplicates, unwanted files, blurry pictures.

Note

Dec 19

Throw Away Boxes, Shopping Bags, Manuals

Throw or reuse. Manuals can be found online, too.

Note

Dec 23

Social Media, Email & Phone Cleanse

Review & Update your profiles. Unfollow & Unsubscribe the irrelevances. Remove unused apps, delete/transfer photos and clear cache on your phone.

Note

Dec 20

Manage Your Closet

Get rid of items that are old & don't represent you. You can also donate.

Note

Dec 24

Get Yourself a Journal

Paper or digital? Whatever suits you.

Note

Dec 21

Tidy Up your workspace

Clean up your desk. Throw away notes, envelopes, pens that don't work anymore, etc.

Note

Dec 25

Your Success + What You Want in 2018

Write down your success in 2017 and lists what you want in 2018.

Note

Dec 26

Career & Work Plan

Update your resume, upload new profile pictures. Where do you see yourself in 2018? How to get there?

Note

Dec 29

Tackle Your Kitchen

Clean-up your fridge, cabinets, get rid of kitchenware and things you don't use.

Note

Dec 27

Health Issue

Throw expired medicines, schedule health check-up, set your health goal, plan a workout routine.

Note

Dec 30

Sentimental Items

The meaningful memories live within you, not the items. Get rid of things that don't add value to your life.

Note

Dec 28

Bathroom and Personal Care

Deep clean your bathrooms, throw away unwanted personal care products and cosmetics.

Note

Dec 31

Review Your Wanted List from Day 25

Will it make you happy? Will it add value? Prioritize & plan how to get it.

Note

More Note