

## 3R De-cluttering Strategy Worksheet

In 3 weeks, apply these 3 strategies (**Reflect, Refuse, Reduce**) to help you tackle the clutter in your physical environment and take the actions required. These activities will help you as you embark on your journey to a more organized and enjoyable lifestyle.

### Week 1

#### Reflect

**Activity:** Find your most used area in the home, take 15 minutes daily to look around and make a mental note of what could constitute as clutter in that space. Use our definition of clutter from the last meeting:

1. Things you don't need or use
2. Things you don't love
3. Things that are no longer valid
4. Things that don't hold good memories

Did you find anything(s) that fit this description?

Are you willing to take further actions regarding these item(s)?

### Week 2

#### Refuse

**Activity:** Start developing the ability to manage the urge to acquire any more items that are not daily essentials. This will stop the influx of things that may later become clutter. Observe your shopping this week and be intentional about sticking to ONLY what you need. Also, politely refuse gifts and offers that are not essentials.

Did you stick to a list of essentials when you went shopping this week?

Did you bring home only items that are essentials this week?

### Week 3

#### Reduce

**Activity:** It's time to take the bold step of gradually removing the clutter in your most utilized area at home. It's time to sort! Create a declutter zone and place 2 labelled bins (toss and donate) in that spot.

Everyday this week, pick one or two items that fit the description from week one's action and toss or donate.

Did you create the declutter zone?

Did you remove any item(s) ?

