

## Welcoming Fall



**Here are some things that you can do to make the transition to fall easier and more successful.**

Start small: pick one thing to work on - even one new task or habit can make a big difference!

- **Be clear about what's important to you** at this time - let that inspire you.
- **Put away the supplies and equipment of summer** - clean, label, and store for next year.
- **Weed your clothes closet** (be ruthless!), change over or rotate your clothes.
- **Clear your desk or office area.**
  - Take away anything that doesn't belong - be able to see, and clean, the top of your desk.
  - Clean out your e-mail in-box and create categories for saved e-mails.
  - Get caught up - do your filing, pay bills, enter into Quicken.
- **Take care of your car.** Clean it out. Put in one bin for trash and a second for items to be returned and other loose car items. Get up to date on maintenance.
- **Clear out any of these:** junk drawers, refrigerator/freezer, pantry, bedside tables, purse, briefcase. Have your **windows washed, gutters cleaned**, and do other seasonal home chores.
- If you are so inclined, **have a yard sale**. It creates a de-cluttering opportunity with a deadline.
- **Cultivate a new habit:**
  - Make your bed - start a positive spiral of order and peaceful space!
  - "Stow as you go" - put things away after you use them.
  - Take 5-10 minutes at the end of each day to put things where they belong.
- For ideas relating to the start of school, see the document on my Advice Page entitled "**Back To School Organizing Tips.**"