Purging and Planning: How to Save Some Space

It happens to everyone - the migration of "stuff". Stuff in the closet, stuff on the desk, stuff busting from those ever-ajar cupboards. What this stuff is comprised of may be different for everyone, but it's almost a guarantee that it's not all a necessity. It IS possible to reclaim your space. With this easy process you can win the war on stuff, or at least the battle.

You cannot begin to organize your space without purging a few items. An ideal way to start is to use the “3G" system: garbage, give away and gimmie (items you wish to keep). Now is the time to be a little ruthless. If it is beyond repair or completely worn out, time for the trash. If you have not used it in a year or more, pass it on to someone who will.

For those items you just can't bear to part with, it's time to plan their place. Keep most important or frequently used items within easy reach, while putting that occasionally used tennis racket up on the high shelf. This way you won't be constantly displacing an inventory of items every time you need to change shoes or find the crock pot.

This method also allows you to easily track how often you actually use those kept belongings, so you can be proactive and start planning for your next purge.