



2007

*Declutter*

CALENDAR

This is the year you get your home under control

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# Decluttering Tips

As you begin this year of decluttering I would like to offer you some tips and motivation:

- Ask yourself what the physical, mental and emotional effects of clutter are
- What are you getting by decluttering?
- Decide what you are going to postpone or quit doing to make time for decluttering
- Have many minutes a week will you commit to?
- Visualize a beautiful serene area before you start
- If you don't have the area to declutter that is on the calendar, go back to some of the other spots and see how they are doing
- You don't have to get each area totally done - don't let perfectionism stop you, many areas we go through twice in the calendar
- Declutter during commercials or watching TV
- Have a box to put give aways in a nearby closet for whenever the decluttering bug hits
- Play music
- Kick start you decluttering by inviting a friend to help
- As you declutter say I am blessed and now I am blessing others
- Don't distract yourself during your decluttering
- Do one or two decluttering projects at a time, when done then you can move onto another area
- Keep your decluttering projects small - one shelf, one drawer, etc.
- Pick 5 things to give away and 5 things to throw away every day
- Light a candle in the area and admire it when you are done
- Ask yourself why you are hoarding your things
- Get an accountability partner or coach to keep you going
- Go to bed earlier so you have more energy
- Remember you have the power, not your things
- What is getting in the way of you decluttering? How can you work through your obstacles?

# January 2007

**Sunday**

**Monday**

**Tuesday**

**Wednesday**

**Thursday**

**Friday**

**Saturday**

	1 Make a goal to declutter	2 Paper pile near entrance	3 Coats that don't fit or are ratty	4 Winter accessories - too small, ugly, doubles	5 Christmas decorations	6 Christmas decorations
7 Plan declutter time	8 Specialty cookware you never use	9 Cups and glasses - broken, more than fit in cabinet	10 Plates and bowls	11 Double kitchen accessories	12 Towels and potholders	13 Tupperware cabinet
14 Plan declutter time	15 Soap - travel, decorative, bad smelling	16 Makeup- old, wrong colors, doubles	17 Towels - old, ratty, don't go with new decor	18 Extras in the shower or bathtub	19 Desk top - only leave what you use daily	20 Top of the filing cabinet
21 Plan declutter time	22 Hangers - wire ones that tangle, too many	23 Under the bed - keep as clear as possible	24 Sheets - wrong size, too many, old	25 Bedroom closet - shelves	26 Bedroom closet - floor	27 Bedroom closet - clothes
28 Plan declutter time	29 Behind couch	30 Bookshelf	31 Mantle	If you don't need to declutter today's area, go to any areas you missed or go onto cleaning the next area		

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# February 2007

**Sunday**

**Monday**

**Tuesday**

**Wednesday**

**Thursday**

**Friday**

**Saturday**

Is your laundry caught up?

1

Entrance decorations – your style?

2

Plants – too many, look dead

3

Dining Room table

4

Plan decluttering time

5

Knives – dull, too many, bad quality

6

Left kitchen counters

7

Right kitchen counters

8

Pantry shelf

9

Pantry shelf

10

Pantry shelf

11

Plan decluttering time

12

Desktop cleared

13

In basket

14

Out basket

15

Sink counter

16

Medicine cabinet – 2 shelves

17

Medicine cabinet – 2 shelves

18

Plan decluttering time

19

Dresser tops – keep as clear as possible

20

Shoes – too many, bad condition, don't fit

21

Bedroom pile on floor

22

1 bedroom drawer

23

1 bedroom drawer

24

1 bedroom drawer

25

Plan decluttering time

26

Coffee table – only current magazines

27

End table

28

Hanging pictures

Don't worry if you don't finish the whole area for today. Just do what you can. It's still progress.

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# March 2007

**Sunday**

**Monday**

**Tuesday**

**Wednesday**

**Thursday**

**Friday**

**Saturday**

Reward yourself with a bath

1

Trunk of your vehicle

2

Vehicle door pockets

3

Car seats

4

Plan your decluttering time

5

By microwave

6

Kitchen garbage area

7

Baking cabinet

8

Out of date food in cupboard

9

Out of date food in fridge

10

Out of date food in freezer

11

Plan your decluttering time

12

Bathroom cabinet

13

Bathroom cleaners

14

Under the bathroom sink

15

Bill paying area – bills to be paid, filed

16

Action files (i.e. to do, to read, to file)

17

Sort through five files

18

Plan your decluttering time

19

1 bedroom drawer

20

1 bedroom drawer

21

1 bedroom drawer

22

1 bedroom drawer

23

1 bedroom drawer

24

1 bedroom drawer

25

Plan your decluttering time

26

Magazines and newspapers – get rid of those over a month old

27

Pick a limit for magazine subscriptions

28

Go through living room knick-knacks – your style? Do you enjoy them?

29

In front of book shelf

30

1 living room pile

31

On living room chairs

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# April 2007

**Sunday**

**Monday**

**Tuesday**

**Wednesday**

**Thursday**

**Friday**

**Saturday**

1 Plan decluttering time	2 Winter decorations	3 Key area	4 Outside clutter	5 Mail area – put mail to action files and throw out junk	6 Pile in hallway	7 Front Porch
8 Plan decluttering time	9 1 kitchen cabinet	10 1 kitchen cabinet	11 1 kitchen cabinet	12 1 kitchen cabinet	13 1 kitchen cabinet	14 Rest of kitchen cabinets
15 Plan decluttering time	16 Go through 5 files	17 Office decorations	18 Pile in office	19 Bathroom cabinet – what hasn't been used lately?	20 Bath mat and accessories –ratty, ugly	21 Grooming supplies
22 Plan decluttering time	23 TV or computer area in bedroom – cover if possible	24 Bedroom storage containers	25 Move out of season clothes out of closet	26 Jewelry box – missing parts, broken, never wear	27 Books and magazines in the bedroom	28 Bedroom drawers in kids' rooms
29 Plan decluttering time	30 DVD's and videos	Find something of sentimental value? Make it mini-sized – keep the button, swatch, emblem or picture of it				

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# May 2007

**Sunday**

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**Tuesday**

**Wednesday**

**Thursday**

**Friday**

**Saturday**

<div style="border: 1px solid black; padding: 5px;"> <p>No kids at home? Revisit your bedroom.</p> </div>		<p>1 Table in entryway or porch</p>	<p>2 Pile in dining room</p>	<p>3 Road maps</p>	<p>4 CD's and books in vehicle</p>	<p>5 China cabinet</p>
<p>6 Plan decluttering time</p>	<p>7 1 kitchen counter</p>	<p>8 Kitchen island</p>	<p>9 1 pantry shelf</p>	<p>10 Kitchen cleaning area</p>	<p>11 Under kitchen sink</p>	<p>12 Under kitchen sink</p>
<p>13 Plan decluttering time</p>	<p>14 Sort through 5 file folders</p>	<p>15 Mail area caught up?</p>	<p>16 1 office shelf</p>	<p>17 1 office shelf</p>	<p>18 Purse or wallet – keep some things in vehicle instead</p>	<p>19 Boxes of mementos – try to narrow it down to 1 box per person</p>
<p>20 Plan decluttering time</p>	<p>21 Kids' books</p>	<p>22 Under kids' beds</p>	<p>23 Kids' closets</p>	<p>24 Kids' closets</p>	<p>25 Kids' closets</p>	<p>26 Kids' toys</p>
<p>27 Plan decluttering time</p>	<p>28 Clothes in living room</p>	<p>29 Go through CD's</p>	<p>30 Decide on limit of DVD's and CD's</p>	<p>31 Briefcase or tote bag</p>	<div style="border: 1px solid black; padding: 5px;"> <p>You can achieve anything you set your mind to!</p> </div>	

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# June 2007

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Focus only on the area you are working on. Make notes if you see something that needs to be done.

1

Driveway

2

Side of house

3

Plan decluttering time

4

Kitchen utensils and clean out drawer

5

Unused kitchen gadgets

6

Bring things rarely used to attic or basement in kitchen overflow box

7

Small kitchen appliances – declutter and clean

8

Junk drawer

9

Kitchen table

10

Plan decluttering time

11

By computer

12

Catalogs

13

Fancy printer paper you never use

14

Old reports and notes

15

Stationary – ugly, out of date, too much

16

Bookshelf – give some books away

17

Plan decluttering time

18

Computer games and programs – do they work with operating system?

19

Posters – ripped, don't represent person anymore

20

Kids' shoes

21

Games – do you play them? Pieces missing? Make a game night

22

Craft and art supplies

23

Craft and art supplies

24

Plan decluttering time

25

Furniture – do you have room, does it match your style?

26

Bottom of stairs

27

10 minute family tidy

28

Living room storage containers

29

By DVD/CD/Video player

30

Give away 7 things from in the living room

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# July 2007

<i>Sunday</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
1 Plan Decluttering Time	2 Bring decluttered items to Goodwill	3 Spring decorations	4 BBQ supplies	5 Magnets on fridge	6 Old food from freezer	7 One kitchen drawer
8 Plan Decluttering Time	9 One kitchen drawer	10 Bulletin board	11 Go through five folders	12 Brochures	13 Is mail caught up?	14 Old phones
15 Plan Decluttering Time	16 Practice making bed daily	17 Go through blankets - how many do you really need?	18 Bedroom decorations	19 Pile in bedroom	20 Bedroom shelf	21 Is laundry caught up?
22 Plan Decluttering Time	23 Baskets	24 Old letters	25 Ancient school papers	26 Sports equipment you no longer use	27 Tools - broken, duplicates	28 Gardening Supplies
29 Plan Decluttering Time	30 Travel gear/luggage	31 Unfinished projects you are no longer interested in	<div style="border: 1px solid black; padding: 5px;">           Before you buy - ask where are you going to put it. Practice the 1 in 1 out rule.            Buy 1 book, give away 1 book. Buy 3 pieces of clothing. Give away 3.         </div>			

# August 2007

**Sunday**

**Monday**

**Tuesday**

**Wednesday**

**Thursday**

**Friday**

**Saturday**

We are making a second pass at some things now. Decluttering is not a one time thing, but it will be quicker this time around.

1  
Summer gear on porch

2  
Swim equipment – do you really use the blow up raft?

3  
Toys on porch

4  
Summer furniture – is it in good shape, do you use it?

5  
Plan decluttering time

6  
Food cabinet in kitchen

7  
Baking cabinet

8  
Recycling area

9  
Spices – old, used for one recipe and never used again

10  
1 kitchen drawer

11  
Pots and pans

12  
Plan decluttering time

13  
Do you need a new shower curtain?

14  
First aid kit – is any of it still good?

15  
Tooth supplies – do you use the water pik?

16  
Hair do-dads

17  
Travel size bottles

18  
Get to the bottom of your email

19  
Plan decluttering time

20  
Plan less extracurricular activities for kids this year

21  
Bedroom closet

22  
Dresser top

23  
Go through 1 bedroom drawer

24  
Pile in bedroom

25  
Is laundry caught up?

26  
Plan decluttering time

27  
Declutter TV time – you have better things to do

28  
End table

29  
Coffee table

30  
Magazines and catalogs

31  
Newspapers

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# September 2007

**Sunday**

**Monday**

**Tuesday**

**Wednesday**

**Thursday**

**Friday**

**Saturday**

	Practice asking if you need this or just want this as you shop					1 Broken items
2 Plan decluttering time	3 Summer decorations	4 Plastic bags – how many do you need?	5 Go through pantry	6 Tupperware cabinet	7 On top of the fridge	8 Baking pans
9 Plan decluttering time	10 Expired coupons	11 Flyers	12 Is mail caught up?	13 Go through 5 file folders	14 Declutter 1 pile	15 Go through desk supplies
16 Plan decluttering time	17 Sort through accessories like scarves and belts	18 Bed side table	19 What doesn't have a home in your bedroom?	20 Holey socks and undies	21 Stuffed animals – declutter then decide on a limit	22 Cars - collections
23 Plan decluttering time	24 Party supplies	25 Camping equipment	26 Label storage containers	27 Weed a collection	28 Cleaning cabinet or shelf	29 Laundry room shelf
30 Plan decluttering time	Energize yourself for decluttering by going to bed on time, exercising at least 15 min and limiting the junk food.					

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# October 2007

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**Monday**

**Tuesday**

**Wednesday**

**Thursday**

**Friday**

**Saturday**

	1 Throw out trash in car	2 Kid's artwork – send to relatives, photograph	3 Decorations and art work in entry or on porch	4 Entry table	5 15 min decluttering in basement	6 15 min decluttering in basement
7 Plan decluttering time	8 Kitchen counters	9 Is your kitchen user friendly?	10 Under kitchen sink	11 1 kitchen cabinet	12 Around kitchen sink	13 Ask, "Where do I use this?"
14 Plan decluttering time	15 Clean off your computer desktop of unneeded files	16 Get rid of dried out pens and markers	17 Declutter desk drawer	18 Delete 10 computer files	19 Bookcase	20 Clean off desk
21 Plan decluttering time	22 Take things to the dry cleaners	23 Ironing supplies – do you even iron anymore? If so catch up on ironing	24 Supply closet	25 Linen closet	26 Under bed	27 Don't shop for fun
28 Plan decluttering time	29 5 min living room decluttering	30 Clean under couch cushions	31 Top of entertainment center	Are your hallways clear?		

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# November 2007

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**Tuesday**

**Wednesday**

**Thursday**

**Friday**

**Saturday**

Most active things are not junk, most inactive things are

1

Boots that don't fit

2

Landing area gear in entry (ie backpacks, old papers, etc.)

3

Give your porch a thorough cleaning

4

Plan decluttering time

5

Tops of kitchen cabinets – dust while you are there

6

Things on the kitchen walls

7

Hang cups for more room

8

1 kitchen cabinet

9

1 kitchen drawer

10

Kitchen papers

11

Plan decluttering time

12

Go through 5 file folders

13

Go through your address book

14

Old binders

15

On top of toilet commode

16

Shower area

17

Declutter the guest bathroom

18

Plan decluttering time

19

Tidy/declutter bedroom drawers

20

Do you have extra watches or glasses?

21

Get rid of anything you have outgrown physically or emotionally in bedroom

22

Get rid of anything that generates bad feelings in bedroom

23

Musical instruments or music you don't use

24

15 min bedroom declutter

25

Plan decluttering time

26

Pet junk

27

Excess exercise stuff

28

Go through souvenirs

29

Hospital junk – do you really want those reminders?

30

Craft/art supplies

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# December 2007

**Sunday**

**Monday**

**Tuesday**

**Wednesday**

**Thursday**

**Friday**

**Saturday**

Since it's the holiday season, just do what you can and don't stress about decluttering

1  
Any lingering porch  
or entryway junk

2  
Plan decluttering  
time

3  
Kitchen counter

4  
Junk drawer

5  
Kitchen island

6  
1 kitchen cabinet

7  
1 kitchen drawer

8  
Any lingering kitchen  
junk

9  
Plan decluttering  
time

10  
Go through cosmetics

11  
Clean out medicine  
cabinet

12  
Is the sink/counter/ and  
shower area clear?

13  
Go through 5 files

14  
Are all papers put  
away?

15  
Any lingering office  
or bathroom junk

16  
Plan decluttering  
time

17  
1 dresser drawer

18  
Nightstand

19  
Magazines and books in  
bedroom

20  
1 bedroom pile

21  
Are all clothes in their  
proper places?

22  
Any lingering  
bedroom junk

23  
Plan decluttering  
time

24 Take a day off

25 Take a day off

26  
Magazines and  
newspapers in living  
room

27  
Surfaces in the living  
room

28  
Go through holiday  
decorations and junk

29  
Any lingering living  
room junk

30  
Plan decluttering  
time

31  
How did you do on  
your decluttering goal?

If you didn't declutter as much as you wanted to, you can start over again. And pat yourself on the back for any decluttering you did do. Congratulations!

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