GETTING READY



Feel the relief of stress-free daily prepping with accessible containers that tame clutter.

IN FULL VIEW A magnifying mirror speeds up the grooming process. Position it on the mirror or wall with hook-andloop fasteners so you can pull it off to hold closer when needed.

2 STICK TO IT Use a magnetic pad to hold high-use items like tweezers and clippers and stop digging through drawers to find them.

BEASY TO REACH This guy-friendly, repositionable catchall takes messy stuff off the counter with designated places for a ring, razor, toothbrush, and toothpaste.

GATHERING PLACE Streamline the countertop with a multilevel valet that offers spots for jewelry, glasses, and a phone.

WORTH IT!

Replace towels every two years. Donate the old ones to an animal shelter. "Most people never replace their towels and have many more than they need." -MONICA LEED, PROFESSIONAL

ORGANIZER

WRITER AND PRODUCER MOLLY SINNETT PHOTOGRAPHERS JASON DONNELLY AND JAY WILDE



5 LAYERS OF ORGANIZATION Gather similar items under the sink in small drawers. "Stackable bins and baskets can help you keep all the items under the sink organized and grouped properly and will help keep spills and leaks inside the cabinet," say productivity experts S.J. Scott and Barrie Davenport in 10-Minute Declutter. Add labels to solid containers so you can locate things quickly.



LEVEL UP Kitchen organizers do double duty in the bathroom. A sliding pullout shelf system fits around plumbing and makes sure nothing gets lost in the back of the cabinet. Other small organizers go to work atop the pullout, including a ceramic egg tray that corrals jewelry faves.



BRIGHTIDEA Prevent items from being lost in darkness with stick-on lights. They're easy to install and turn on when they detect motion or with a tap. Store your most frequently used items in front. Avoid overfilling your cabinet with super-size bath products that can expire before you use them up. In Start with Your Sock Drawer, professional organizer Vicky Silverthorn says, "Be strict when you shop. Don't be tempted by big bulk offers, and don't overbuy."

GETTING READY

60 minutes

Closet packed? Time to purge. Schedule an hour to tackle as much as you can. Have a donate box and a trash bag for items you need to get rid of.

30 minutes

30

Swap out a mishmash of hangers for space-saving slim ones so you will spend less time fumbling to try on clothes.

pro tip "Forget the fads and stick to quality basics. Adopt the one-in, one-out policy, replacing throwaway trends with classics."

-MONICA LEED, PROFESSIONAL ORGANIZER

WORTH IT!

Install a closet kit to help you find items quickly. The more clothes you can easily see, the more you will wear. Pick a doublehanging option to create more room for hanging short items.

15 minutes

Hang a shoe organizer

Rolled T-shirts, sports bras, socks, and shoes

are all in one place.

for your workout clothes.

CLOTHES SANITY

A good day starts with getting dressed without stress. Turn your closet into a haven by arranging it so everything is easy to find—and put away.

PRODUCER **LESLIE POYZER** Photographer **Marty Baldwin**

ah, imagine walking into your closet and being able to pull together the perfect outfit in no time without tripping over castoffs. Professional organizer Deborah J. Cabral recommends installing a DIY or custom closet system to maximize your wall space and allow you to see everything. Then follow Cabral's smart timesaving strategies to maintain order. Perform a seasonal inventory to eliminate items you no longer wear or that don't fit (be ruthless!). Hang like items together from light to dark and short to long. Designate shelves for shoes, and employ clear shoeboxes to stack sandals and delicate pairs, below. Stash out-of-season clothes in labeled clear bins on the highest shelf so you never have to push them aside. Stack folded sweaters and cardigans by color. Use dividers and organizers to separate accessories so they're easy to grab. Store workout clothes all together, and keep a hamper nearby to collect dirty clothes.



FASTER MEALS





SMALL SMARTS

In a 1,300-square-foot house, the kitchen needs to work efficiently in order to feed a busy family of five.

STYLIST **BARBARA SCHMIDT** PHOTOGRAPHER **STACEY BRANDFORD**

Your kitchen, regardless of its dimensions, can be a powerhouse if you keep things accessible. "When square footage is precious, rooms invariably end up playing double duty," says decorator Beth Gold, who with design partner Nicola Marc made over Sarah Staples and Mike James' home, *left*. Details—such as open shelves that display everyday dishes, a microwave placed where their three kids can warm up pizzas, and a place to stash cookbooks in the five spare inches by the range, *below*—make meals a fast affair. Even wine bottles are easy for Sarah to pull from an X-style wine rack. A petite kitchen island stashes pots and pans close to the range and fridge, saving valuable steps. The kitchen opens up to the dining room so preparing dinner and finishing homework can be accomplished simultaneously.





Create an accessible office, even in the smallest of spaces, to conquer paperwork and handle everyday tasks.

PRODUCER MEREDITH LADIK DRUMMOND PHOTOGRAPHER JAY WILDE

oost your home work space's efficiency by thinking B about how to optimize thing visually. An office built from interlocking cubes, *right*, provides specific spaces for filing, sorting, and displaying items. Whether you use cubes, shelves, or another system, storing everything out in the open means you can't hide your clutter behind doors or in drawers (and then misplace things), and your desk won't turn into a dump zone.

"Getting work done is nearly impossible when there's a mountain of paper to sort through and a mile-long list of todos. It's imperative to clear the clutter to honor the work you intend to do," professional organizer Monica Leed says in Simply Spaced. "Every time you sit down for a work session, clear all potential distractions from your view, including paperwork, phones, and other devices." A tidy space helps you feel empowered instead of overwhelmed, which means you'll get more work done.



ORGANIZING SPACES

End piles with an open-shelving system that provides multiple filing options, including sorters and binders, as well as places that can fit file boxes.



Turn a simple storage tray, left and above, into a workhorse by subdividing it with clear acrylic drawer inserts.

WORK SMARTER





These pros know how to get organized in minutes. Put their strategies to work throughout your home and free up time for the things you really want to do.

CLOSET CONTROL

"Set a timer for 10 minutes and go through your clothes, organizing like items together (e.g., jeans, shirts, dresses). If you have time before the ringer goes off, arrange sorted items by color. Spend another 10-minute session organizing your shoes. Put off-season shoes in storage and put the remaining shoes on a shoe rack." -S.J. SCOTT AND BARRIE DAVENPORT, PRODUCTIVITY EXPERTS, CO-AUTHORS 10-MINUTE DECLUTTER



"One new behavior can transform your home from messy to clean literally overnight. Create a checklist of small chores that need to be done every night, no matter what—like loading the dishwasher, wiping down the kitchen and bathrooms, and putting away any clutter that's left out. Make sure the tasks won't take you more than 20 minutes to do so you stay motivated and it will become routine." -CASSANDRA AARSSEN, PROFESSIONAL ORGANIZER, AUTHOR REAL LIFE ORGANIZING



CLEANSE YOUR **CUPBOARDS** "Clear out your cabinets one at a time. Look at each item and ask yourself, 'Will I use this again? Does it work?' If the answer is no to either, do not store or keep it. Get rid of it! Donate or toss it as soon as possible." -VICKY SILVERTHORN, PROFESSIONAL ORGANIZER AUTHOR START WITH YOUR SOCK DRAWER



WORKIT

"Always on the front lines, the living room and entry are right up there with the kitchen as heavy traffic zone. Set up a command center by the door for all the things that come in and out on a regular basis: keys, backpacks, shoes, hats, gloves, the dog leash, etc. Create a landing zone for the minutiae of life—mail, magazines, pens, and receipts. These stations are a great example of breaking the rule of grouping like with like because, in this case, it's better to store certain items right where they're used."

-MONICA LEED, PROFESSIONAL ORGANIZER, AUTHOR SIMPLY SPACED

WORTH IT!

"TO MAKE THE MOST OF YOUR MENTAL CLARITY, SCHEDULE A TIME TO CHECK YOUR EMAIL WHEN YOU'RE NOT AT YOUR PEAK. YOUR PROJECTS AND TASKS SHOULD TAKE PRECEDENCE WHEN YOU'RE MOST FOCUSED. BY MAKING THIS ONE SIMPLE CHANGE AND PROPERLY UTILIZING YOUR PRIME TIME, YOU CAN SAVE YOURSELF COUNTLESS HOURS EACH WEEK." -HOLLY REISEM HANNA, PRODUCTIVITY EXPERT, AUTHOR TIME MANAGEMENT IN 20 MINUTES A DAY