

The 5D's of the *Streamlined System*

A simple approach to gain control of your time, stuff and space.



Dream

What's your desired outcome?



Declutter

Eliminate the things in your way



Design

Systems and routines



Develop

The habits to maintain



Delight

Enjoy the results

More than
Organized®

Gain control of your time,
stuff & space.

Questions for Decisions

ASK YOURSELF

- Do I use it?
- Do I need it?
- Do I love it?
- What is it?
- Why am I holding onto it?
- Under what circumstances would I look for it again?
- Would my life or work change if I didn't have this?

BEFORE YOU BRING STUFF IN, ASK:

- Who is going to use this?
- What contribution does it make in your life or others?
- When will you use it?
- Where will this 'live'? In what room or area of your home?
- Why do you want this in your home or office?
- How does it fit into your home or office?

HOW TO SAY NO:

- No.
- No, but thanks for thinking of me.
- No, I already have plans.
- Let me check my absolute Yes list. Um, no.
- No, I'm not into that anymore.