

Day 1: Take a Walk

Walk into your home through the front door. The door that may not get a lot of use if you're like us!

With your notebook or list, proceed through your home, room by room, closet by closet.

Try to mimic your family's general traffic patterns. What happens when they walk through the door? Which Door? Where do the following items land?

- shoes
- backpacks
- brief cases
- mail
- keys
- handbags
- clothing



Checklist

- Make notes on family traffic patterns. You'll create zones to accommodate these established patterns where possible instead of fighting them.
- Makes notes on maintenance issues and general repairs you find as you walk. Useful for another day.

Tomorrow

- Your task tomorrow will be to create a Control Center. A launching pad. A zone that everyone passes through. This could be: a corner in the kitchen, a nook in a hallway, or a centrally located home office. It could even be near the interior garage door. Shelves are key. Designate that place. Supplies needed for tomorrow: A file box, an information board -- bulletin board, whiteboard or chalkboard, magnetic clips, calendars, dry-erase markers, and push pins.