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100% Effective Natural Hormone Treatment
Menopause, Andropause And Other Hormone Imbalances
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9 Secrets of Successful Organizers

By Barbara Myers

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You can reduce your stress and enjoy more time for yourself and your family. Discover these nine secrets to getting and staying organized.

1. Keep like items together. Keep cutting boards, knives, peelers and vegetable brushes together near the sink. Place all manicure/pedicure supplies in a basket.
2. Store things where you use them. Keep extra sheets in bedrooms, videos near the TV, and cleaning supplies on every floor.
3. Make frequently used items easily accessible and rarely-used items less accessible. If you use your blender daily, keep it on the counter. If you use it once a month, put it in the back of a low cabinet.
4. If you don't use it get rid of it. Unless it's a beautiful decorative item or a cherished memento, why are you keeping it? Pass it on.
5. Establish a place for everything. Designate a "home" for every item in YOUR home. Make them so specific you can find things in the dark.
6. Always put it back where it belongs after you use it. Teach household members to do the same.
7. Use lists. Make lists of things to do and buy. Keep an on-going grocery list. Post a current leftovers list on the fridge door. Use a meals list.
8. Make it easy. Use hooks instead of hangers for kids' coats. Take the lids off hampers. Preprint a grocery list so household members can simply circle needed items.

9. Develop systems and routines. Find the most efficient way to do laundry and stick with it. Use a meal planner consistently. You'll save time by not having to think about the details.

Barbara Myers is a professional organizer, speaker and author. FREE time management tips booklet and meal planner. Visit <http://www.ineedmoretime.com>

How To Organize Your Home Clutter

By Susan Green

A home is a place where family members get to be themselves in a relaxing atmosphere. An ideal home should have a comfortable and soothing ambiance that will encourage its occupants to stay there and enjoy each other's company.

However, a home that is lived in can sometimes have a busy atmosphere because of the clutter and the unorganized gadgets and home furnishing. While it is natural for a lived-in home to have that homey look, it is nevertheless more convenient to have an uncluttered home for the sake of the sanity of household members who want to live in a place that is not physically and psychologically chaotic.

How to keep your homes organized

To give your home that organized look, you have to take advantage of various home organizers. There are organizers for just about every area of your home like the bathroom, living room and the garage. Even your study room or home office should be free from that chaotic look to make your mind more organized.

The secret of an organized and uncluttered home is storage. Having the proper place and equipment to store things can make a difference no matter how small your home is.

Proper storage means being able to identify things that are frequently used in your household as well as things that are no longer required for the time being. Things that are no longer being used everyday should be kept in the storage room and preserved for future use. Things that have outgrown their usefulness like damaged remote controls, tables and chairs should be thrown away or given to other people who may have a need for them.

There are bins or organizers for small home accessories and you can label each organizer so that even if they are packed and stored, you are still able to identify them when you will need them.

There are stores selling storage organizers like containers and boxes which you can either label or color code for easy identification later on. You can use box organizers for your book collection, your CDs and DVDs and even for your unused office accessories.

You can buy a bathroom organizer to properly store your shampoo, soap and other toiletries to avoid bathroom clutter. A shower caddy is also a bathroom organizer which uses minimal space.

There are bins that you can use to organize your clothes, whether these are for repair or when they need sewing, for laundry or for a garage sale. Used pencils and pens that are no longer used can be thrown away or if you want to hold into them then you can place them in a pen organizer.

There are plenty of ways and means to organize your home clutter. One thing for sure though, all kinds of organizers should be taken advantage of as these can help you limit the clutter to a minimum.

The author is a staff writer for

Organizer Basics, where additional

organizational tips are available.



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