
Live Free of Clutter & Get Organized at Last!

OSHER 380-001

Dates: Tuesdays: October 13 – November 17

Time: 1:30 pm – 3:00 pm

Location: Online via Zoom

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Clear & Simple, LLC | www.clearsimple.com

Course Description:

Welcome. I am thrilled to have you join me for this adventure. I have been a Professional Organizer and clutter clearing coach for 20 years. This means I have been in hundreds of homes and offices. I have seen all the pain that clutter and chaos create, and I want to help.

Since 2000, I have taught many groups about clutter clearing and organizing. I know how overwhelming it can be just thinking about organizing. As a speaker and teacher, my passion is making it simple. Therefore, I have created systems that teach where to start, what to do, and how to keep it up.

So, let me ask you - How would it feel to have your home free of clutter? How would it feel to have a space that you loved being in and that supported your present time life? In this course, you will get clear on the story your clutter tells, pick a project, and actually get it done. You will also receive my favorite resources for continuing your clutter clearing and organizing journey. Are you ready for a change? Are you willing to do the actions? If so, let's get going!

Course Materials:

You will be given my eBooks *The ART of Letting Go*, *Get Organized the Clear & Simple Way* along with other materials in the form of weekly handouts. Suggested other reading is the book *Let it Go*, by Peter Walsh (also available in audio) for downsizing; *The Truth About Clutter*, by Sue Anderson for simple, practical guidance; and *The Minimalist Home*, by Joshua Becker for a room-by-room decluttering.

Weekly Actions On Your Project:

You will have an assignment every week that typically includes writing and actions for your chosen project.

Course Overview:

- Week 1:** Exploration of clutter – where it comes from and why it builds up. Time spent on your relationship with your stuff and the story your clutter tells. You will pick a project or layer to work on during our 6 weeks together. Introduction of ART© (Acceptance, Release & Trust)
- Week 2:** Sharing on last week's assignment. Get into the nuts & bolts of clearing the clutter by working further with ART. Introduction of STACKS© – Sort, Toss, Assign, Contain, Keep it up, and Simplify. Outline next week's assignment.
- Week 3:** Visual show and tell to deepen understanding with STACKS©. The focus will be on the Sort, Toss, Assign, and Contain.
- Week 4:** STACKS for the paper pain. Introduction of the iRAFT© – the System for the paper and file piles!! You will learn how to handle all the information that you deal with in your life.
- Week 5:** Continue with STACKS©. The focus will be on Keep it up and Simplify. We will also discuss ways to downsize and minimize.
- Week 6:** November 17: Celebrate the completion of your project area. The resources for additional areas of your space and life so you can continue.

Now is the time to get free of the clutter and create something new!
Marla Dee, CSCO

NOTE: To get more information about me or the Clear & Simple Way go to www.clearsimple.com.