5 Ways to Organize Your Life

Now you’ve learnt the benefits and the kind of habits that can help you to stay organized, it’s time to look at actual ways to start doing it.

How can you organize your life and where on earth do you start? It may seem overwhelming, but here you’ll discover 5 ways to organize your life that you can start doing today.

1. Adopt the “one-minute” rule

The one-minute rule, made famous by Gretchen Rubin in her Happiness podcast, is genius. It’s largely designed to make cleaning the house easier, though it could also be used to help in other areas too.

It basically involves looking for tasks which can be completed in one minute or less. If we use housework as an example, it could be emptying the bin, putting a load of laundry in or cleaning a worktop. They’re small tasks which take very little time to complete.

Generally speaking, most of us put things off because we feel we don’t have the time. However, by splitting tasks down and following the one-minute rule, it gets things done without it feeling like too much effort. You could have your keys in your hand, ready to head out of the door, and take one minute to do something small before you go. Try it – you’ll be surprised how much more you get done with this great one-minute rule.

2. Start using a money management app

Of course, life organization isn’t all about cleaning! It involves every aspect of your life, including money management.

If you tend to have trouble looking after your finances, a money management app could be just what you need. It will help you track your incomings and outgoings, as well as everything you spend. You can then use this to determine where you need to make changes.

Tackling your finances and becoming more organized can help to save you a significant amount of stress.

3. Focus on 3 important tasks each day

A great tip to becoming more organized is to focus on 3 important tasks every day. That is, the 3 things you absolutely want or need to achieve in that day.

You’ll typically find, once you’ve completed these tasks, everything else falls into place too. It helps because it keeps the number of tasks you need to achieve small, making it much easier to actually tick them off. As you do so, you’ll feel much better about your day and it will start to become a habit which leads you to a more organized life.

4. Make sure everything has a place

It’s pretty tough to become organized if nothing has a place. So, take a walk around your home or office and see whether there’s a place for everything.

You’ll want to make sure that similar items are kept together. If you currently have numerous types of items in the same drawer for example, it’s going to prove tough to find what you actually need. So, creating set places for everything you own is one of the first things you should do before you can even attempt to lead an organized life.

5. Stop neglecting your mental health

Finally, even the best organizational tips aren’t going to help you if you neglect your mental health.

Developing a more organized life means also addressing any mental health issues you might have. Sif you’re prone to depression, it’s going to be hard to stay organized. So, you’ll need to try and manage your depression beforehand.

You can find all kinds of apps which can help with mental health issues. Exercise is also great so adding exercise into your life if you don’t currently do any, is going to go a long way to helping you become a more organized person. You could also take up a new hobby to keep the mind distracted. Once you get on top of your mental health, you’ll find it easier to develop healthier, more organized habits.

There are so many ways to organize your life and the above are just 5 to get you started. You’ll find that once you’ve managed to get into one habit, you’ll find it easier to get into another.