

Decluttering Your Life

It is the time of year when we traditionally have a clean and a declutter. But how can you use your planner to complete what seems like an endless task! In this episode we discuss different strategies to help you through this sort of task.

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If you have ideas for future episodes, please send them to steve at philofaxy dot com

Show Notes (timings approximate)

00:00 - Introductions.

02:45 - Making space.

04:30 - The realisation of what you own.... a lot more!

05:45 - Organising versus Decluttering - Marie Kondo.

07:00 - Is your planner over populated?

08:00 - Using a Table of Contents in your planner.

11:00 - Pens.

13:45 - The emotional impact of decluttering.

16:30 - Breaking down the task in to manageable time size chunks.

18:15 - Set up a section on your planner for your decluttering project.

20:45 - Create a brain dump of the tasks you need to do.

23:00 - Travel plans.

27:00 - Minimalist - Clear desk