



VEGGIES



FRUITS



DAIRY



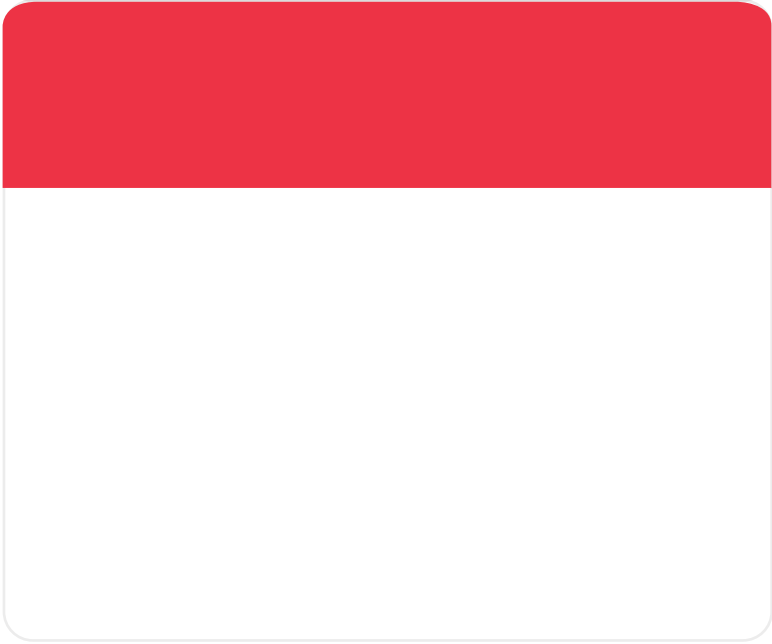
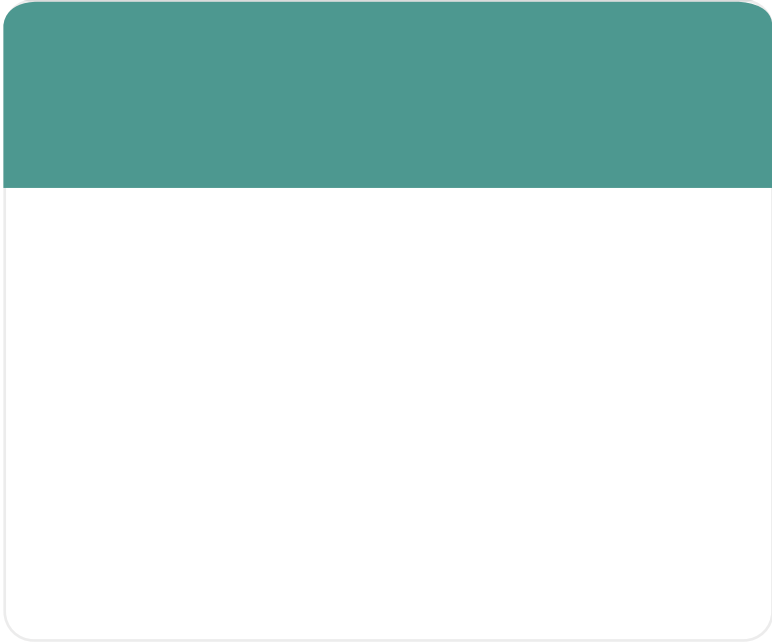
PROTEIN



**SALTY
SNACK**



**SWEET
SNACK**





PROTEIN



CARB





SPEED CLEANING

GENERAL GUIDELINES

- Start at one end of the house. (I start in our Master Bedroom and work my way through the living room and kitchen to the girls' room and bathroom.)
- Cleaning is much easier when everything has a home. Work on creating organized storage for all of the things that end up being scattered around the house, like papers, mail, shoes, and toys.
- Use a large laundry basket to collect items such as toys or clothing that need to be returned to a different room. If you have multiple offenders, use multiple baskets. After you have finished tidying every room, take 5 minutes to put away the collected items.
- Save sweeping/mopping and vacuuming until the end, then do it all at once. We have mostly hard surface floors, so I use an industrial dry mop to wipe the floors each day. It takes only a couple minutes to run it over all the floors and then shake it off outside. About once a week, I do a really thorough sweep and then use a Swiffer WetJet to mop. I vacuum the rugs about 3 times a week.
- Likewise, save the glass cleaning for the end as well. Once the house is completely clean, I will grab my windex and rag and run around doing spot checks on the glass doors and windows. I wipe the bathroom mirrors as well as the fixtures and sink.
- Keep daily shower cleaner in the bath/shower and spray down after each use.
- Store your toilet brush in a container of bleach; replace the bleach once a week.

GENERAL ROOM CHECKLIST

BEDROOM(S) (5-10 minutes each, depending on how much to pick up):

- ☐ Always make the bed. Even if there are other things lying around, the room will look much, much cleaner.
- ☐ Quickly pick up any clothes, toys, or dishes that are lying around.
- ☐ Use a duster or dry rag to quickly dust all surfaces, including the headboard and footboard.

BATHROOM(S) (5 minutes each)

- ☐ Squirt toilet bowl cleaner around the rim; let sit.
- ☐ Use disinfectant wipes or a wet rag and disinfectant spray to quickly wipe down the sinks, tub, and shower.

- Use toilet brush to quickly scrub toilet, rim, and seat.
- Use disinfectant wipes or a wet rag and disinfectant spray to wipe down toilet seat and surrounding floor.

LIVING AREAS (5-10 minutes)

- Quickly pick up any shoes, dishes, toys, or other items laying around. Put them in baskets to put away later.
- Use duster to quickly dust all surfaces.
- Use damp cloth to wipe down furniture (if leather), table(s), and dining chairs.
- Tidy desk area and make sure all paperwork and mail is filed and sorted in its proper spots.

KITCHEN (10-15 minutes, depending on how many dishes)

- Quickly pick up any items that don't belong in kitchen and place them in baskets. Gather any dirty dishes and put them next to sink.
- Quickly unload (if necessary) then load dishwasher.
- Hand wash dishes/pots/pans as needed
- Spray all counters with disinfectant spray, then use soapy water and wet sponge to wipe them all down.
- Wipe down stovetop.
- Dry and put away any hand-washed dishes, then drain and rinse sink—the secret to a truly clean-looking kitchen is clutter-free counters and a nice clean sink.

FINISHING UP

- Use a dry mop to clean hard floors. Spot clean with a sponge if necessary.
- Vacuum rugs/carpet.
- Clean glass surfaces and mirrors as needed with glass cleaner and a lint-free rag. Don't forget to spray and wipe the bathroom fixtures for extra shine!
- Put away items collected in baskets while cleaning.

It may take a little getting used to, but once you are in the habit of speed cleaning each morning, you will be done in no time and free to enjoy a clean house for the rest of the day!

CLEANING FROM TOP TO BOTTOM

PRE-CLEAN

The purpose of pre-cleaning is simply to clear the surface clutter and misplaced items so that your house doesn't feel like a complete disaster area while you dig in and clean a little deeper than you normally would. You can skip this step if you really want to, but since you have to do it anyway, you might as well do it first.

- Pick up clutter throughout the house—it works well to have a basket or box for each family member. Go room by room picking up misplaced items and putting them in the appropriate box, then give each person their own box of things to put away.
- Wash and put away dishes.
- Clear and wipe down kitchen counters.

TOP ZONE

This zone consists of anything above your head, and includes those mostly-neglected high spots in your home—ledges, high windows, ceiling fans, light fixtures, and air vents. While you're up there, be sure to change out filters and replace light bulbs!

- Dust or vacuum upper ledges and above cabinets.
- Clean airvents.
- Dust or clean ceiling fans.
- Dust or wash light fixtures.
- Clean high windows.
- Change light bulbs and replace air filters.

MID-TO-TOP ZONE

This eye-level zone includes anything you look at while standing up, which includes mostly windows, walls, and tall bookshelves or other tall furniture.

- Wash, iron, and re-hang curtains.
- Dust bookshelves and other tall furniture.
- Wash windows.
- Dust pictures, mirrors, clocks, and other wall hangings.

MID-TO-LOW ZONE

This waist-level zone includes most of the traditional cleaning spots—bathrooms, furniture, beds—and just hits them all a little more intensely than your average day-to-day clean.

- Dust surfaces.
- Polish wood furniture.
- Clean leather furniture.
- Vacuum and spot clean upholstered furniture.
- Wash sheets and change bed linens.
- Clean and wipe down bathroom sinks and counters.
- Scrub showers and bathtubs,
- Clean toilets

BOTTOM ZONE

This zone includes just the floor and baseboards—which means you're almost done! Sweeping, vacuuming, mopping, and taking time to clear out any lingering dust and dirt in the corners will leave your home spic and span.

- ☐ Sweep hard floors.
- ☐ Spot clean and mop tile or linoleum floors.
- ☐ Vacuum rugs and carpets.
- ☐ Wash small area rugs.
- ☐ Dust baseboards.
- ☐ Sweep front and back steps and/or porch.

Finally, you should know by now that although I can't actually come and clean your houses for you, I do want to try to make this process as easy and painless as I possibly can. The Big Spring Clean worksheet is a great reference that you can print and hang in your laundry room or keep with you as you clean! [See next page.]