

AN ORGANISED ENTRYWAY

PLAN FOR AN ORGANISED DROP-SPOT FOR YOUR DAILY ESSENTIALS SO YOU CAN GET OUT THE DOOR ON TIME EACH DAY



PLAN FOR AN ORGANISED ENTRYWAY

- 1. In the first column of the table below, make a list of **all the items** you want to store in your entryway i.e. coats, bags, shoes, hats, glasses, keys. What are the daily essentials for you and your family?
- 2. In the second column, record **how** you will store and organise each of these items i.e. hook, basket, small bowl, box
- 3. In the third column, record *where* you will store each item i.e. in a drawer, on the wall, in a basket.
- * The first row has been filled out as an example. Now it's your turn!

ESSENTIAL ITEMS	STORAGE SOLUTION	POSITION
Coats	A row of 4 hooks	On the left wall

ESSENTIAL ITEMS	STORAGE SOLUTION	POSITION

Struggling for ideas for how to set up your entryway?

<u>Check out my Pinterest board here</u> for loads of ideas to get you inspired!

Want to be more productive and efficient each and every day?

Want to create more *calm and order* in your life?

Check out The Productivity Pack: https://courses.theorganisedyou.com/p/productivity-pack

For only \$7, the Productivity Pack will help you to stay on top of your todo's, set goals, plan your time and create routines, all in one place!