

Quick Start: Today's Mini Wins

Set up a Reuse Box near my desk

Gather 5 containers to repurpose

Label jars and bins I use today

Sort one drawer by task

Today's Focus (one area):

Time Block (minutes):

Reuse Box Inventory (Clean Jars, Trays, Tins)

Item	Qty	Use Idea

Jam Jars for Buttons and Notions

Location (shelf/drawer):

How many jars:

Sort by (color/type):

Label text style:

Notes:

Spice Racks / Picture Ledges for Paint

Wall area:

Bottles to store:

Arrange (warm/cool/metallics):

Mounting notes:

Notes:

Old Bookshelf for Fabric (Mini Bolts)

Bookshelf width/depth:

Shelves to use:

Boards on hand:

Color order or category:

Notes:

Over-the-Door Shoe Organizer (Yarn and Tools)

Door location:

Pockets available:

One color per pocket plan:

Tools to include:

Notes:

Muffin Tins for Beads, Snaps, Sequins

Tin count:

Cup use (size/color):

Cover method (wrap/lid):

Notes:

Tiny parts checklist URL:

15-Minute Upcycle Tasks

Make dividers from cereal boxes

Mount a picture ledge for paints

Wrap 10 fabrics onto boards

Sort buttons into 4 jars

Hang door organizer for yarn

Label 6 containers with tape

Today's Date:

Time Spent (min):

Win I'm celebrating:

Space Map: Areas and Items to Repurpose

Area (shelf/drawer/door)	Items to Try	Final Choice

Weekly 20-Minute Reset

Sort by task (sew/paint/misc)

Put-back for 2 minutes

Next Reset Date:

Label new containers once

Recycle or re-home extras

Notes:

Limit scraps and buttons