Simplify Your Life System

The complete 6-module program for a simpler home, schedule, budget, and mind.

thelivingsimplenetwork.com

Welcome to the System

This program takes you through six modules in six weeks — or at your own pace. Each module has a lesson, an action plan, and a maintenance habit. By the end you'll have a decluttered home, a calendar with margin, a leaner budget, calmer digital habits, and a repeatable system that keeps all of it from creeping back.

- Module 1 — The Mindset: why clutter returns and how to stop it at the source.
- Module 2 — The Home Reset: the full declutter, room by room.
- Module 3 — The Calendar Reset: commitments, margin, and saying no.
- Module 4 — The Money Reset: recurring costs and intentional spending.
- Module 5 — The Digital Reset: attention, notifications, and feeds.
- Module 6 — The Maintenance System: daily, weekly, and seasonal routines.

Module 1 — The Mindset

Decluttering fails when it treats symptoms. Stuff accumulates for upstream reasons: shopping as recreation, fear-based keeping (“I might need it”), inherited guilt, and deferred decisions. Until you name your pattern, the house refills.

The four accumulation patterns

- The Recreational Shopper — buying is the hobby. Fix: replace the browse habit, add purchase friction.
- The Just-in-Case Keeper — keeps everything for an imagined future. Fix: the 20/20 rule — if it can be replaced in 20 minutes for under $20, let it go.
- The Guilt Keeper — keeps gifts and heirlooms out of obligation. Fix: the item did its job when it was given; honor people, not objects.
- The Deferrer — “I’ll deal with it later.” Fix: the one-touch rule — handle it now or put it where it lives.

Action plan

- ■ Identify your primary pattern (most people have two).
- ■ Write the counter-rule for your pattern on a card; put it where you drop things.
- ■ Tell one person your pattern — accountability doubles follow-through.

Module 2 — The Home Reset

Work in this order: storage areas last. Most people start with the garage and quit. Start where you live — visible wins fuel the boring zones later.

The room order

- 1. Bathroom — small, low-sentiment, fast win.
- 2. Bedroom and closet — you see it first and last every day.
- 3. Kitchen — highest daily friction payoff.
- 4. Living areas — surfaces and media.
- 5. Office and paper — slow, do it in sessions.
- 6. Garage, attic, storage — last, once your decision muscle is strong.

The 4-box method

Every zone gets four boxes: Keep (returns to a defined home), Donate (leaves within 7 days), Toss, and Decide-by — a dated box for genuine maybes. Anything still in Decide-by at its date goes to Donate unopened.

Action plan

- ■ Schedule six sessions on your calendar — one room order slot each.
- ■ Set up the four boxes before session one.
- ■ Book a donation drop-off or pickup now, for two weeks out.

Module 3 — The Calendar Reset

Run the commitment audit: list everything recurring, rate it energizing/neutral/draining, and give every draining item an exit or shrink date. Then rebuild your week with margin as a feature, not leftovers.

The margin rules

- 15 minutes between any two scheduled things.
- One weekday evening with nothing on it — recurring, non-negotiable.
- One weekend half-day free per week.
- New commitments wait 48 hours before you say yes.

Scripts for saying no

- “Thanks for thinking of me — I can’t take this on right now.”
- “I’m at capacity this season; ask me again in the spring.”
- “I can’t do the committee, but I can help on the day.”

Action plan

- ■ Complete the audit table for every recurring commitment.
- ■ Send one exit message this week.
- ■ Put the open evening on the calendar as a recurring block.

Module 4 — The Money Reset

Simple finances follow the same logic as a simple home: fewer moving parts, every part on purpose. The order: audit recurring charges, set spending rules, then automate the basics so simplicity doesn't depend on willpower.

The three-step reset

- Audit — list every recurring charge from last month's statements; cancel anything unused in 30 days.
- Rules — adopt three written spending rules for 90 days (waiting periods, category caps, one-in one-out for clothes and gadgets).
- Automate — one automatic transfer to savings on payday, bills on autopay, one weekly money check-in of 10 minutes.

Action plan

- ■ Cancel at least two recurring charges today.
- ■ Write your three rules where you'll see them.
- ■ Set the weekly 10-minute money check-in as a calendar event.

Module 5 — The Digital Reset

Your attention is the final clutter frontier. The goal is not zero screens — it's that your devices serve your priorities instead of interrupting them.

The reset sequence

- Notifications: off for everything that isn't a human contacting you directly.
- Home screen: tools only (camera, maps, notes); everything else lives in search.
- Feeds: pick your one recreational feed and a daily time window for it.
- Email: unsubscribe 10 lists, archive everything older than 6 months, done.
- Bedroom: no phone. Charge it in the kitchen; buy an alarm clock.

Action plan

- ■ Do the full notification purge in one sitting (20 minutes).
- ■ Rebuild your home screen to one page.
- ■ Run one full screen-free evening this week and note how it felt.

Module 6 — The Maintenance System

Everything you've built erodes without maintenance — but maintenance is light if it's scheduled. Three loops keep the whole system standing:

Daily (10 minutes)

- Evening reset: surfaces clear, items back to their homes, tomorrow glanced at.

Weekly (30 minutes)

- House reset: the donate bag by the door fills and leaves weekly.
- Calendar glance: protect next week's margin before it gets booked.
- Money check-in: 10 minutes, no spreadsheets required.

Seasonal (one afternoon)

- Re-run the keep test on one closet and one storage zone.
- Re-run the commitment and subscription audits.
- Reset any digital boundary that slipped.

Your system, written down

Fill this in and post it inside a cabinet door — it's the whole program on one card:

That's the system. Simple isn't a weekend project — it's a set of small decisions you now know how to make, on repeat, for good.