



Common Categories Guide

*Sorting is at the core of organizing. So knowing how to break things down into categories is huge for your success organizing any area!
We need "like with like" to see what we have and know where to put it!*

Here are some common groups (or categories) that we sort into with most clients. This can help you know where to start when you're staring at a basement in chaos or a garage piled to the rafters. Pick up one item, decide what category it should go in, and create (or add to) a pile. Repeat.

*On large categories, remember to subcategorize! For example: I would sort jewelry into necklaces, rings, earrings, watches, bracelets, etc.
You may start broad and then as you have space, go into these subcategories.*

While this list is far from exhaustive, it should help you get the ball rolling and create the categories you need. There's no one size fits all!

Happy Organizing!

Christina

GARAGE

home improvement:

plumbing

tiling

electrical

painting

hardware

parts + pieces

power tools

basic tools

sports (subcategorize by sport)

pool + hot tub care

auto care

auto accessories

cleaning

lawn + garden

shovels + rakes

pet care

strollers + accessories

bikes + scooters

pool toys

outdoor toys

camping gear

ski gear

bike repair

MUDROOM

masks

sanitizing wipes/gels

sunscreen/insect repellent

umbrellas

pet supplies

separate the following categories by person:

shoes

hats

gloves

scarves

coats

backpacks

workbags

purses

separate keys by vehicle, person, or property



KITCHEN

glassware
 water bottles
 dishes (plates, bowls, kid dishes)
 silverware + chopsticks
 mugs
 coffee & tea (+ all their accessories)
 food storage (tupperware, baggies, foil)
 utensils (spatulas, whisks, tongs, etc)
 gadgets (peelers, can openers, zester, etc)
 measuring cups + spoons
 spices + oils
 knives
 cutting boards
 pots (and lids)
 pans (and lids)
 colanders + steamers
 hot pads + trivets
 grilling
 serving dishes + utensils
 table linens + chargers
 stemware & barware (cork screw, etc)
 cookie sheets + cooling racks
 baking dishes + pans

 baking:
 rolling pin
 mixing bowls
 sifter
 cookie cutters

 paper goods:
 plates
 plasticware
 napkins

 small appliances:
 blender
 kitchen aid
 waffle maker
 food processor
 panini press

PANTRY

bread
 peanut butter + jelly
 breakfast foods (cereal, oatmeal, etc)
 sweets + treats
 protein shakes
 condiments (sauces, backstock ketchup, etc)

 beverages:
 soda
 water
 lemonade mix
 hot cocoa

 baking:
 flour
 sugar
 sprinkles
 icing
 chocolate chips
 baking nuts
 coconut

 dinners/meal prep:
 canned food (beans, veggies, fruits, meat)
 rice
 quinoa + couscous
 pastas + their sauces
 boxed meals
 mixes + seasoning packets (gravy, taco seasoning)

 snacks:
 fruit + nuts
 chips
 crackers
 healthy snacks
 jerky
 pouches
 granola bars
 popcorn

A lot of people also have small appliances
and supplements in their pantries.



OFFICE

writing utensils:

pens
pencils
highlighters
sharpies

fasteners:

tape
glue
rubber bands
twist ties
stapler + staple remover

office tools:

hole puncher, letter opener, box knife

cords + electronics:

micro usb
lightening cords
adapters
a/v cords
hard drives
small electronics

notebooks + paper

stationary
sticky notes
labels
empty binders/folders/clipboards
decor
books
reference guides
keepsakes

paperwork:

to start, separate by shred/recycle/file/action

and don't forget to gather your planners/agenda/to-do
clipboards, etc into a category.

PLAYROOM

building toys

puzzles
animals/critters
people/action figures
musical toys
cars + trucks
planes + trains
stuffed animals
dolls + doll accessories
active toys (lightsabers, bow + arrows, etc)

balls

trading cards
fort supplies
kitchen + food
sensory play

dress up:

full costumes
uniforms
dresses
hats + crowns
wands
wings
wigs
accessories (purses, shoes, etc)

arts + crafts:

crayons
markers
colored pencils
glue
tape
paper + sketch pads
paint + paint brushes
rulers
glitter
stickers
pipe cleaners, googley eyes, feathers

You can also create separate categories for major
players like Legos, Barbies, LOL Surprise, Calico
Critters, etc



MASTER CLOSET

(by person)

tee shirts

short sleeve shirts

long sleeve shirts (separate men's button downs)

sweaters

cardigans

jackets

sport coats/blazers

suits

dress pants/slacks

skirts

dresses:

sorted by casual + formal. then by sleeve length

shorts

workout tops

workout bottoms (shorts + pants separated)

sport-specific clothes (bike shorts, softball uniform)

socks (no show, ankle, tall, hiking, etc)

bras (sports, strapless, bralettes, regular)

underwear/boxers

lingerie

pajamas

undershirts

long underwear + base layers

shoes:

sandals

loafers/flats

sneakers

ankle boots

tall boots

accessories:

scarves

hats

jewelry (separated by type)

purses, handbags, wallets

belts

ties, tie bars, lapel pins

sunglasses

LINEN CLOSET

diapers, wipes, creams

backstock toiletries

backstock toilet paper + facial tissue

blankets and comforters (by size or bedroom)

towels:

washcloths

hand towels

bath towels

guest towels

sheets:

by size or bedroom-

meaning kid 1 twin sheets in one pile and kid 2 twin

sheets in another pile

also, keep sets (including pillow cases) together

medicine + first aid supplies:

cold + cough

allergy

ointments + creams

band-aids

first aid + bandages

pain relievers

tummy

supplements

I could go on for ages, but you get the idea. Sorting is just creating groups of similar items.

And doing this step well means that the rest of the organizing process will be much easier and more efficient.

Keep up the good work!

Life's better when it's put together!

Christina

