



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, googly 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

