



Use these tips to make cleaning your home a job with the right skills and tools.
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More quick tips to clean your home like a maid

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National Cleaning Week is a great time to pick up some tips that will help you spend less time cleaning and more time enjoying your home and family. Think of cleaning your home just as a maid does, as your job. This doesn't mean it's supposed to be drudgery (though you may still think it is!). Apply some of the rules from your workplace to your cleaning chores, and you may get them done more reliably and faster:

- **Set a schedule** (your cleaning work shift), and arrive on time, each time, ready to work. Mark your calendar with daily, weekly, monthly, and seasonal tasks so you get used to the schedule.
- **Dress for success.** Wear comfortable, practical clothing suitable for cleaning, whether it's sweats, jeans and a t-shirt, and don't forget comfortable shoes with non-slip soles.
- **Use the proper tools.** Invest in sturdy, well-made tools and supplies like a heavy-duty broom, mop, sponges, and cleaners. Skip the single-purpose specialty gadgets, and learn to use single tools for multiple purposes. Stock up on only four types of cleaners: light-duty evaporating cleaner (window cleaner or multi-surface cleaner), heavy-duty degreasing cleaner, tile cleaner, powdered cleanser.
- **Carry your tools with you.** Invest in a tote tray that holds all tools, cleansers, brushes and rags you'll need for the job. Keep vacuum, mop and mini-vac in a central, handy location. Tuck a plastic bag for trash into a pocket.
- **Move with efficiency.** Top-to-bottom, left-to-right. Let these two simple guidelines help you move through each space in your home quickly and consistently. Dust first and vacuum last. Wipe with a wet cleanser first, then dry to restore gloss and shine.
- **Use both hands.** Just because you're right-handed doesn't mean your left hand has to hang idle by your side. Spray a mirror with one hand, and wipe it down with the other. Scrub counters with two sponges or cleaning cloths, one in each hand. Use a lamb's wool duster in one hand to clean nooks and crannies and a feather duster in the other to skim flat surfaces.
- **Recruit a team.** Teach your family members your new tricks for efficient housework, and become the team leader for your own cleaning crew. How fast can you complete the list of chores to make more time for activities with family and friends?

For detailed lists to help you set up your cleaning plan, link to [Fly Lady](#) and [Real Simple](#).

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