

How to Clean Everything

A step-by-step guide

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Intro

Okay guys let's start here. I don't know what the hell I'm doing when it comes to cleaning. I'm betting a lot of people don't. BUT I know a few things, and I'm also betting a lot of people also know a few things! If we all write out step-by-step lists of the things we know how to do, maybe we can put together a guide of How To Clean Everything.

Shall we begin?

Above is a kind of outline. I just threw my ideas up there, according to what I have in and around my own house and what I've seen in my friends' houses. I would like to keep the body of this list in the same order as the outline for ease of finding things, please. Feel free to add things to the outline above!

If you know how to link to sections further down in a document, please feel free to link an outline section to its corresponding section. I'll try to keep this document cleaned up and formatted as much as possible.

If you're here for instructions how to clean things: YAY! Welcome to the.. party? I know these lists can get dense. Don't worry. I know I get overwhelmed by big lists of things. That's okay. Just take it one item at a time. Just look at the first instruction. Do it. Then do the next one. Then the next. Just one at a time. You can stop whenever you need to and take a break. It's okay, I promise!

P.S. You might have noticed, I swear a bit. I'll also be adding in my own humor in places, because cleaning isn't the most fun thing for me so I have to have a sense of humor or I might get overwhelmed. What good is being an adult if you can't follow Mary Poppins' advice?

**"In every job that must be done
There is an element of fun
You find the fun and snap!
The job's a game"**

Outside

Washing windows (outside)

Yard

- ☐ Weeding the Yard
- ☐ Watering stuff
- ☐ Sweeping stuff up

Cleaning the gutters

- ☐ Step 1
- ☐ Step 2
- ☐ Step 3

Storage Sheds or Units

Driveway

Inside

Living Room

- ☐ Vacuuming
- ☐ Washing windows (inside)
- ☐ ?

Dining Room

- ☐ Clearing the table
- ☐ Vacuuming
- ☐ ?

Mud room

- ☐ ? I don't have one of these??

Laundry Room

How To Do Laundry

- ☐ Wash
 - ☐ Gather your dirty laundry.
 - ☐ Don't forget towels (bath towels, hand towels, and dish towels)
 - ☐ Sheets can go here too, if you're up to doing them.
 - ☐ Locate your nearest washing machine.
 - ☐ Make sure you have quarters if you need them! Often laundromats will have machines that will give you change for dollar bills; check with your local laundromat to see what they have.
 - ☐ Read the directions! Do you put detergent in first? Do that now.
 - ☐ For the love of god don't use dishwasher detergent! (ask me how I know...)
 - ☐ If you separate your laundry by lights/darks/whites, do that now.
 - ☐ Put in your first load.
 - ☐ Add soap if you haven't already.
 - ☐ If you need to add bleach to a compartment before you start the load, do it now.
 - ☐ Do you use fabric softener in a ball or other delivery system? Check the directions to see if you add them now.
 - ☐ Close & start the machine.
 - ☐ Wait.
 - ☐ Do instructions have you adding softener or bleach mid-cycle? If yes, do it.
 - ☐ Wait.
 - ☐ Ding! Washing machine is done!
- ☐ Dry
 - ☐ You've got two options here: hang to air dry or stick em in the dryer.
 - ☐ Did you need quarters for the washing machine? Do you have enough for the dryer? Make sure!
 - ☐ Pull the damp clothes out of the washing machine.

- ☐ Assess each piece of clothing: does it go in the dryer?
 - ☐ Yes? Put it in the dryer.
 - ☐ No? Set it aside to deal with later. Labels will tell you this. You can find a good one at <https://www.pinterest.com/pin/314477986460088197/>
 - ☐ Optional: throw in a dryer sheet.
 - ☐ Adjust the heat settings on the dryer to where you want them
 - ☐ Check the lint trap and clean it out if the last person didn't do it.
 - ☐ Close & start the machine
 - ☐ Wait
 - ☐ Hang up your air-dry clothing, if possible
 - ☐ Wait some more
 - ☐ Ding! Dryer is done!
 - ☐ Clean the lint trap. Srsly, be nice to the next person after you. Or to future you.
 - ☐ Pull out some clothes & see if they're dry.
 - ☐ No? Start the machine again
 - ☐ Yes? Congrats! Your laundry is $\frac{2}{3}$ done. Pull out your dry clothes and continue on your way!
 - ☐ If you couldn't hang dry your clothes because you were in a laundromat or otherwise not in your own home, do it as soon as you get home
 - ☐ Last step: Fold, hang, and put away your clothes.
 - ☐ Just take it one piece at a time. 10-20 minutes at a time. Take breaks.
 - ☐ I promise you will feel better with your clothes put away.
-
- ☐ How to clean your washer & dryer (outside)
 - ☐ How to clean your washer (inside)
 - ☐ How to clean your dryer (inside)

Kitchen

- ☐ Counters
- ☐ Dishes
- ☐ Sink
- ☐ Fridge
- ☐ Freezer
- ☐ Stove
 - ☐ Electric
 - ☐ Gas
- ☐ Oven
- ☐ Cupboards
- ☐ Floor (including baseboards)

Hallway

- ☐ Vacuuming
- ☐ Wiping Down the Walls

Bedroom

- ☐ How to Make Your Bed
- ☐ Washing your Bedding
- ☐ Clean Your Closet

Bathroom

- ☐ Bathtub
- ☐ Shower
- ☐ Sink
- ☐ Counters
- ☐ Toilet
- ☐ Floor
- ☐ DRAIN VOLCANOES! (credit to UnFuck Your Habitat)
- ☐ ?

Office

- ☐ Physically clean computer (desktop)
 - ☐ Turn your computer off. It's hard sometimes, I know, but it's good for the computer to rest now and then
 - ☐ Pull out the tower. If you can do this with the cords connected, that's fine. Just be very careful. If you need to disconnect the cords, see below.
 - ☐ Wipe off collected dust and pet hair. You can do this with your hands or a damp (**not dripping or even very wet, just *damp***) cloth.
 - ☐ Optional: Clean out the inside
 - ☐ Disconnect all the cords.

Remember what goes where! This will be important later. I trust most of you know what goes where, but if you don't, you can wrap a piece of masking tape around the cord and write on the tape what the cord is & where it goes. Or write it down in a notebook.
 - ☐ Pull the tower out completely.
 - ☐ Lie it down on a flat surface, with the removable side facing up.

- ☐ Unscrew the side.
- ☐ Put the screws somewhere safe! An empty cup or bowl is a good idea.
- ☐ Remove the side that's now free of screws.
- ☐ Break out that canned air! You don't want to touch things in here with your hands unless you're 100% sure you know what you're doing. Best not to take a chance.
- ☐ Spray the canned air EVERYWHERE. Use short bursts. If the can gets too cold, set it down for 10 minutes.
- ☐ I really do mean everywhere! Graphics card? Get all the angles! CPU fan? MAKE IT SPIN!
- ☐ Put the side back on, and put the screws back in place to hold it there.
- ☐ Pick up where we left off!
- ☐ If you used anything wet, make sure everything is COMPLETELY DRY. Just let it air dry for half an hour, okay?
- ☐ Push the tower back into place.
- ☐ If you disconnected any cords, now is the time to reconnect them.
- ☐ Clean the monitor(s)
 - ☐ Turn them off, if they aren't already
 - ☐ Use a microfiber cloth to wipe off any dust
 - ☐ ?? Someone have good advice here for getting your monitors clean without streaks?
 - ☐ Turn them back on
- ☐ Clean the keyboard
 - ☐ Turn off the keyboard, if it turns off
 - ☐ Canned air again. So much canned air.
 - ☐ Turn that sucker upside down and SHAKE THE LIVING DAYLIGHTS out of it.
 - ☐ Be grossed out by what comes out of your keyboard
 - ☐ Bang it GENTLY on your desk to dislodge stuff
 - ☐ Be grossed out again
 - ☐ Wipe up the stuff off your desk with a damp cloth or paper towel.
 - ☐ Put it back down. Yay!
 - ☐ To clean the keys: rubbing alcohol and a cotton swab
 - ☐ Turn your newly cleaned keyboard back on, if you turned it off.
- ☐ Turn the computer back on. Ta-da!

- ☐ Organize bills & important documents
- ☐ Wipe down desk surface

Library or other bookish places

- ☐ Organizing books
- ☐ Wiping down shelf surfaces
 - ☐ Dusting
 - ☐ Cleaning