Attainment’s
LIVING ON YOUR OWN
Survival GUIDE

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INTRODUCTION

Keeping your home tidy and clean will make you feel proud of where you live and will make it easy for you to find your things.
Routine – a sequence of actions you follow regularly

A routine is a series of activities. An activity is something you do, like vacuuming wood floors. A routine is when you do several activities together one after another.

An example of a routine would be to first vacuum the carpet. Then the floor. The furniture. And areas that require a hand-held vacuum.
A suggested routine:

1. Straightening up
2. Emptying wastebaskets
3. Sweeping floors
4. Sponge mopping
5. Dusting
6. Vacuuming the carpet
Housekeeping

Straightening Up
Emptying Wastebaskets
Sweeping and Dusting
Dust Mopping
Cleaning Smudges
Mopping the Floor
Sponge Mopping
Hand Scrubbing
Start by picking up all items from floor and furniture.
A major part of straightening up is collecting dirty laundry.

Straightening your home regularly keeps it clean and neat and in top-notch shape when visitors come over.
<table>
<thead>
<tr>
<th>straightening</th>
<th>to tidy up an area</th>
</tr>
</thead>
<tbody>
<tr>
<td>room</td>
<td>a living space, like a living room</td>
</tr>
<tr>
<td>living space</td>
<td>where you live</td>
</tr>
<tr>
<td>perform</td>
<td>to do or to fulfill something</td>
</tr>
<tr>
<td>beginning</td>
<td>when something starts anew</td>
</tr>
<tr>
<td>task</td>
<td>a job to do</td>
</tr>
</tbody>
</table>
Straightening up can be done anywhere in any part of the place where you live. And it is generally the first activity you do when cleaning up your living space. You can't perform a task like vacuuming until you straighten up. Straightening up can be done as the beginning activity of a larger cleaning task.
Step by Step

1. Collect cleaning supplies

2. Pick up and put items in their right places.

3. Fluff pillows and place them back where they belong.
4. Remove all items that don’t belong.

5. Spray cleanser on tables and use a cloth to wipe it clean.

6. Be proud of your work.
Decide first what your plan is when straightening one or more rooms. It’s okay to just do one room each day. Ask yourself what room you will start in. And will you do more than just straighten in that room? Like vacuuming and dusting? Take a laundry basket with you to put in items you’ve picked up, and carry them to the rooms where they belong.
1. You don’t know where to start. What should you do first?
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________

2. You’re not sure how much cleaning you will do. How can you decide that?
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________

3. Why do you need a laundry basket?
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________
_________________________________________________________________
1. ____ is usually the first activity you will do.

   laughing  straightening  singing

2. Decide what your ____ is when straightening a room.

   story  game  plan

3. Straightening is often the beginning ____ when housekeeping.

   apple  monkey  activity
Emptying Wastebaskets

Make sure you have both a wastebasket for trash and one for recycling.

Trash basket

Recycling basket
<table>
<thead>
<tr>
<th>waste-basket</th>
<th>small bin for holding trash</th>
</tr>
</thead>
<tbody>
<tr>
<td>emptied</td>
<td>to remove all of something</td>
</tr>
<tr>
<td>regular</td>
<td>something you often do</td>
</tr>
<tr>
<td>suburbia</td>
<td>communities on the outskirts of towns or cities</td>
</tr>
<tr>
<td>recyclables</td>
<td>items that can be used again, like empty cans</td>
</tr>
<tr>
<td>chute</td>
<td>a slide that conveys garbage to a lower level</td>
</tr>
</tbody>
</table>