Building Your Capsule Wardrobe – 10 Step Workbook

First explore your reasons for creating a capsule wardrobe. Go through the following questions and really let them sit in your heart so you can feel them resonate and it will fuel your efforts while you are doing the work of sorting your clothes and making the decisions about the items to put in your capsule. Whether this is the first step in your self-improvement process or one of many you have already made, be proud of this step forward, away from clutter.

Why have you chosen to simplifying your wardrobe?

* Remove mental clutter
* Remove physical clutter
* Reduce decision fatigue
* Simplify this area of my life
* Save time and money
* Your own unique reason(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What specific feelings do you seek from this experience?

* Empowerment
* Peacefulness
* A sense of control
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What specific activities do you wish to enjoy in the free time you create from using a capsule wardrobe?

* Family time
* Time for self-care
* Exercise
* Read for pleasure
* Relax
* \_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_

What will you do with the extra money you will save from reduced shopping?

* Save toward a vacation
* Save for an emergency fund
* Pay off a credit card
* Treat yourself to a spa day
* \_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_
* \_\_\_\_\_\_\_\_\_\_\_\_

Good work. Now let your answers motivate you through this process.

**Step 1:**  ***Prepare Yourself Mentally***

Take a moment to sit and internalize your thoughts and feelings about the experience you are about to go through. Close your eyes and take some deep breaths in and out slowly. Visualize the end result of this process with you standing in front of your closet doors. Next you open up the door(s) to see a clean and organized closet that does not have an overabundance of clothes. See the carefully curated clothing items all lined up in a row and a sense of peaceful and easy calmness. You are grateful for the things you see. You can also visualize the color scheme that comes to your mind. Continue to visualize as long as you want all the while breathing deeply and slowly. When you feel you have the complete vision for your capsule wardrobe you can open your eyes. It’s time to get to work.

**Step 2: *SET THE DATE!***

Choose a date that allows you the entire day with no interruptions. Put it on your calendar and really make this commitment for yourself.

My date is: \_\_\_\_-\_\_\_\_-\_\_\_\_

* I have put it on my calendar.

**Step 3:**  ***Gather all of your clothes and shoes***

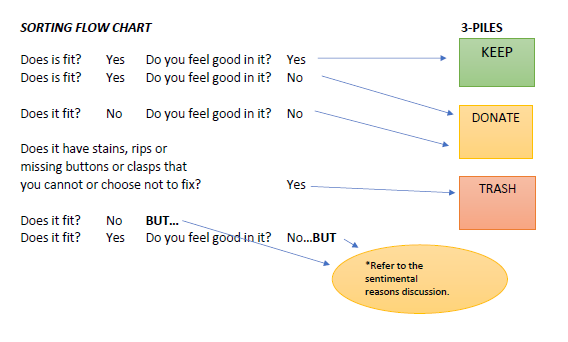
Take all clothes and shoes out of your closet, drawers, storage totes or anywhere you keep clothes. *Work on the current season only.*

**Step 4: *Create three piles***

1. **Keep** - This is the pile you will shop from to create your capsule wardrobe.
2. **Give away** - This pile can be split up later into categories such as a charity pile or consignment if you choose to take them to a second hand store.
3. **Trash** - Items that are damaged such as stains, tears, missing clasps or buttons. \*Tip-Recycle some into cleaning rags or find a textile recycling program that reuses worn, torn or stained items such as [H & M 's Garment Garment Collection Program](https://www2.hm.com/en_us/women/campaigns/16r-garment-collecting.html)

**Step 5:** ***Try on every piece of clothing***

Answer the following questions for each item:



\**SENTIMENTAL REASON DISCUSSION*

If an item does not fit or you do not feel good in it ***BUT*** you are attached to it for a particular reason, consider the reason.

* ***Sentimental reason***. A memory of a person, relationship, time period or event. Want to hang on to that memory or feeling. Or it was a gift from someone.
* ***Paid a lot*** for the item and you would ***feel guilty*** for giving it away.
* You want to hang on to it ***just in case*** you lose or gain weight to fit into the item.

If you are able to identify why you are struggling to place an item that does not fit or you do not love into the giveaway pile you may not be ready to part with it. Go ahead and keep for now. However, I offer these thoughts to consider first.

In any scenario of a clothing item you do not wear but cannot process through the memory and part with the item readily you can take a photo of the item(s) and journal about that memory. If it’s a collection of items (like sports uniforms or collection of concert t-shirts) you could have a memory quilt made. You will always have the memory. The most important thing to remember is the item itself is just triggering and bringing forth a memory you haven’t recalled on your own in a while. Seeing the items again is bringing to the surface the actual feelings and memories surrounding the experience. It’s really not about the clothing item at all when you get to the heart of it. You can actually get rid of the item and keep your feelings and memories where they will always live, inside you.

If you still are not ready to part with your sentimental item then simply do not. Put it away and move on to the next item. There is no cookie cutter way or time limit to this process. It is a journey to be taken at your own pace. You can revisit it later if you wish to remove more clutter. Over time you will create the ability to separate possessions from the true essence of what they represent inside you.

If you feel guilty for getting rid of items that are like new that you never wore you can consider selling or consigning them. If that does not interest you because let’s face it is more time and effort and you are trying to simplify things, not make them more complicated, just donate the item. Unless you stand to make a large amount of money, it may not be worth it. Do not continue to feel guilty. Let the guilt go out with the donated item. I offer that you are cultivating an empowered lifestyle not one holding you back by unnecessary guilt.

Items kept “just in case” end up rarely ever being used or needed. If they do, it so rare that it’s a better path to replace the item when it’s actually needed instead of having boxes or bags full taking up mental and physical space.

**Step 6:** ***Separate the items in your keep pile by clothing type***

T-Shirts

Blouses

Sweatshirts

Sweaters

Shorts

Jeans

Dresses

Skirts

Dress pants

Shoes

**Step 7: *Build your capsule***

After getting the types of items separated begin to build your capsule piece by piece. Make sure you don’t go over 50 items or use my [Beginners Guide](http://a-beginners-guide-to-a-capsule-wardrobe) to find *your own number*. Keep in mind you are trying to minimalize your wardrobe. You can also try out [Project 333](https://bemorewithless.com/project-333/) which allows a total of 33 items.

Notice the colors that you love the most. You will naturally see a color or two that appear consistently throughout your wardrobe, the color you gravitate to. It’s ok to center your capsule around a color you love instead of what the trend of the season is. This is a personal preference. If you are shopping from your current wardrobe you may have to skip the seasonal or trendy color scheme. I recommend to evaluate and create your color scheme from the items you have. I recommend a lot of neutrals and a few items of color that can match or complement each other and the neutrals interchangeably. Keep in mind your capsule will need to cover every day wear, work and if you need to dress up. Be sure to count your items. How many items did you put in your capsule?

**Step 8:** ***Pack up the rest***

Pack up the remaining keep items to store away or put with the donate items.

**Step 9:** ***Put the capsule wardrobe items into your closet and enjoy!***

This is the fun part. Stand back and look at your beautifully curated wardrobe. See if it looks like the vision you had in the beginning when I had you imagine what your closet would look like. Enjoy the view and be proud! You have taken a huge step in a positive direction.

**Step 10: *Say Bye! Bye! to the charity and trash pile***

Bag up the charity and trash items. Schedule the charity drop-off or pick up. Put the giveaway items in your car to solidify the action and to avoid them sitting in your garage cluttering it up.

Put the trash items in the trash or in an area that you can easily grab them on trash day to be sure they GO OUT.

I promise after they are given or taken away you will instantly feel lighter.

Congratulations! You did it!

I would love to hear the benefits you enjoy from using a capsule wardrobe. Be sure to come back and leave comments on my blog [@JentotheZen](http://jentothezen.com/) so I can see how you are doing! Tell me how your sorting process went and how you are doing with your wardrobe now.

*Follow me on Facebook and Pinterest!*

*Make this journey fun and always… Be True to Yourself!*

*Jen to the Zen*

*~Jennifer Smith*