

# WEEKLY DUSTING

DATE

<b>ASSIGNED TO:</b>							
GET DUSTING SUPPLIES: Yellow dustcloth & lambswool dusters							
STRATEGY; Work from high to low, circle each room once, go from room to room, skipping bathrooms and kitchen.							
LOOK UP AND CHECK FOR COBWEBS (Use the lambswool duster to get them. If you can't reach them easily, use the extension lambswool duster)							
DUST TOP AND BOTTOMS OF PICTURE FRAMES AND MIRRORS.							
DUST TOPS OF DOOR FRAMES AND DOOR PANELS							
DUST OBJECTS ON TABLES, ETC. FIRST. DO NOT SLIDE THINGS TO DUST UNDER THEM. PICK THEM UP TO MOVE THEM.							
DUST LOWER SURFACES OF FURNITURE							
DUST TOP OF DRAPES AND CURTAIN RODS. DUST ALL WINDOW FRAMES AND WINDOW SILLS							
BOOKSHELVES: Dust top of books and dust exposed edges of the shelves							
MINIBLINDS: Lower them to their full length, turn slats toward window. Hold them away from window so you can reach behind them, dust them with lambswool duster using long, slow, downward strokes. Turn slats toward front and repeat. Return blinds to original position.							
THINGS OFTEN OVERLOOKED OR SKIPPED: <ul style="list-style-type: none"> <li>• Window sills</li> <li>• Molding on windowpanes</li> <li>• Baseboards</li> <li>• Hanging light fixtures</li> <li>• Light bulbs</li> <li>• Curved feet of chairs &amp; tables</li> <li>• Heater and exhaust vents</li> <li>• Tops of drawers &amp; drawer pulls</li> <li>• Areas around electrical cords</li> <li>• Louvered shutters</li> <li>• Tops of books on shelves</li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>• Bulbs in table lamps</li> <li>• Inside surfaces of lampshades</li> <li>• Telephones</li> <li>• Plants - (dust on leaves)</li> <li>• Backs of chairs</li> <li>• Crosspieces underneath chairs &amp; tables</li> <li>• Bottom or high shelves</li> <li>• Drapes near the top</li> <li>• TV picture tube</li> <li>• Panels on doors</li> <li>•</li> </ul>						
SHAKE LAMBSWOOL DUSTER OUTSIDE (or vacuum it)							
PUT DUSTING SUPPLIES AWAY							
RETURN THIS TO MOM							