

Cleaning Your Home Office or Computer Room

Your home office can be the central business center of the home, and oftentimes with all of those papers and documents, it may be hard to focus on where to get started, or exactly how to clean.

Dust is public enemy number one when it comes to a home office. It seems to pervade everything, including computer screens, keyboards, bookshelves, and desktops. Of course we all know that the leading killer of dust is pledge and a dustcloth, but here are a few tips you may not have known.

To keep your computer and keyboards from getting dusty, purchase plastic covers for them. You can also make your own out of trash sacks, or, if you have a creative streak, by sewing custom covers from fabric or old curtains.

If neither of those options work for you, there are other ways of keeping computers and their equipment dust-free. The keyboard dusters you can purchase are ideal for this. They are an aerosol can that sprays intense bursts of air, and be used for more than just a keyboard!

Did you also know that it is safe to use Windex on your computer screens? Many people are under the mistaken assumption that using Windex on a computer screen (or rough paper towels) will damage the screen. Not so unless perhaps you own a computer monitor from before 1990 (if you do, please consult the owners manual that came with the monitor before cleaning). Also, a good way to rid computer screens from dust longer, is after cleaning, to give them one good final wipe down with a fabric softener sheet (the kind that you throw in the dryer). It takes away most of the static from the screen that draws dust.

Also, you can easily clean a mousepad with regular dish detergent and warm water. Just scrub the pad with dish soap, rinse well with water, and pat dry with a paper towel!

A mouse is easily cleaned by removing the cover from in front of the ball, taking out the ball, and cleaning out any dirt inside with cotton swabs dipped in alcohol.

You can also save time and money in a home office in high traffic carpet areas, and places where sliding chairs sit by purchasing heavy plastic floor mats made for this purpose (just like you see in office building) at your local office supply superstore, such as Staples. This will make your floor cleaning so much easier, and will extend the life of your carpet.

To give your office a quick lift if you have artificial flowers or plants is to spray the plants directly with an aerosol air freshener. Not only does it make the leaves instantly shiny, it also leaves a pleasant scent that will last.

If you own a pet, like I do, and you are constantly trying to remove pet hairs from chairs in your home office, a simple way to remove them is to wrap clear shipping tape backwards around your hand, sticky side out, and pat away at the chairs. An even simpler and faster way is to use an old paint roller, wrapping the tape backwards around it, and rolling it quickly across the furniture to remove hair. The tape can be reused until it has lost its stickiness.

Remember, motivation and perseverance are the keys to a clean home! Stay focused, and best of luck!

Source: <http://www.articlecircle.com>

About the Author

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