Digital declutter checklist



Computer

- [ ] Images
- [ ] uninstall unused programs
- [ ] Delete similar files
- [ ] Old documents
- [ ] Sd cards
- [ ] Memory drives
- [ ] Defragment hard drive
- [ ] Empty recycling bin
- [ ] Updates programs
- [ ] Old emails
- [ ] Spotify/Itunes playlist
- [ ] One drive
- [ ] Evernote
- [ ] Google drive
- [ ] Icloud

Phone

- [ ] Camera Roll
- [ ] Notification settings
- [ ] Unused Apps
- [ ] Update software
- [ ] Contacts
- [ ] Messages
- [ ] Homescreen

Social media

- [ ] Facebook friends
- [ ] Youtube subscriptions
- [ ] Instagram description
- [ ] Twitter follows
- [ ] Facebook groups
- [ ] Twitter description
- [ ] Instagram follows
- [ ] Pinterest feed

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