7 DAYS · SUGGESTED DEC 26 – JAN 1

Digital Declutter: 7 Days

HARDER

One clean-up a day for your phone, inbox and feeds. Finish before the new year starts.

MY START DATE _____

HOW IT WORKS

1. Do today's task (about 20–30 minutes).
2. Busy? Do the 10-minute minimum instead.
3. Colour a circle. Both count the same.

Before / after

	DAY 1	DAY 7
Daily screen time		
Pickups a day		
Apps on home screen		

1 Audit

DAY 1

Open Screen Time. Write down your daily average, pickups and your top 3 apps. Write your why.

MINIMUM: Just write today's screen time

◯ FULL ◯ 10-MIN MIN

2 Notifications

DAY 2

Turn off every notification that isn't from a person. Keep calls, messages from people, and safety alerts.

MINIMUM: Silence your 3 noisiest apps

◯ FULL ◯ 10-MIN MIN

3 Home screen

DAY 3

Only tools on screen 1. Move social apps into a folder on the last screen, or delete them.

MINIMUM: Move 1 app off your home screen

◯ FULL ◯ 10-MIN MIN

4 Inbox

DAY 4

Unsubscribe from 20 newsletters and shops. Archive everything older than 30 days.

MINIMUM: Unsubscribe from 5

◯ FULL ◯ 10-MIN MIN

5 Feeds

DAY 5

Unfollow or mute 30 accounts that make you feel worse. Follow 3 that teach you something.

MINIMUM: Unfollow 5

◯ FULL ◯ 10-MIN MIN

6 Photos & files

DAY 6

15 minutes: delete screenshots, duplicates and blurry photos. Back up the rest.

MINIMUM: Delete 20 screenshots

◯ FULL ◯ 10-MIN MIN

7 Rules for 2027

DAY 7

Choose phone-free zones and times, charge your phone outside the bedroom, set app limits.

MINIMUM: Write one rule

◯ FULL ◯ 10-MIN MIN

Your phone is a tool, not a home.

Both circles count the same. Keep safety and emergency alerts on. Missed a day? Do today's task and keep going. Miss once, never twice.

Apps, Zones & Rules

HARDER

Decide what stays, where the phone doesn't go, and the rules you'll keep in 2027.

APP	KEEP	LIMIT	DELETE	LIMIT (MIN/DAY)
	☐	☐	☐	
	☐	☐	☐	
	☐	☐	☐	
	☐	☐	☐	
	☐	☐	☐	
	☐	☐	☐	
	☐	☐	☐	
	☐	☐	☐	
	☐	☐	☐	
	☐	☐	☐	
	☐	☐	☐	
	☐	☐	☐	
	☐	☐	☐	

Phone-free zones & times

- ○ Bedroom
- ○ Dinner table
- ○ First hour after waking
- ○ Last hour before sleep
- ○ Walks
- ○ Time with kids / partner

MY DIGITAL RULES FOR 2027

MY WEEKLY OFFLINE TIME

Inspired by the digital minimalism movement. Not affiliated with any author, platform or app.