

From Boxes to Books

Chapter 2: Sorting Without Stress Quick Reference Checklist

Before You Start

- Set a timer for 15–30 minutes
- Choose one box or stack
- Clear a small workspace
- Remind yourself: I don't need to finish today

Gentle Sorting Rules

- Touch each photo once
- Place it in a temporary pile
- Keep moving — don't stop to decide details
- Stop when the timer ends

Approved Piles

Use only these piles:

- My Parents
 - Me as a Child
 - My Siblings
 - I Don't Know Yet
 - (Optional) Extended Family & Friends
- Temporary piles are allowed.

Not Deciding Right Now

- Dates
 - Chronological order
 - Which album it goes in
 - Layouts or designs
- Sorting comes before organizing.

When You Feel Stuck

- Put the photo in I Don't Know Yet
- Don't research or overthink
- Trust your instinct
- Keep going

Duplicates & Blurry Photos (Optional)

- Keep the best version
- Let go only if you're ready
- It's okay to keep extras for now

Sub-Sorting Reminder

Do not sub-sort yet unless:

- Every photo has been touched once
- The box feels less intimidating

Touch every photo once before you touch any photo twice.

When You're Done for the Day

- Stop mid-stack if needed
- Close the box
- Celebrate progress

You don't need to be finished to be moving forward.