



HINTS TO THE HOMEMAKER

Four Hints for a Good Housekeeper

- 1) Make a time plan for your housekeeping tasks.
- 2) Form the habit of being neat.
- 3) Learn and try quick, easy, and better ways of doing household jobs.
- 4) Be cheerful--and ask for family help with some of your jobs.

Make a Plan to Fit Your Home and the Jobs to be Done

Here is a list of some of the jobs around the home. Can you use this to help you make a plan to get your housework done easier and better? You can check it off daily and see how you are getting along. Well-planned housework can leave you time to do something you would really like to do!

Daily Jobs	I did this	Weekly Jobs	I did this	Once-in-a-While Jobs	I did this
Prepare & Serve Meals Scrape, Rinse, & Wash dishes Wipe off range & refrigerator Empty garbage & trash cans Empty ash trays Clean off work cabinets Sweep kitchen floor "Pick-up & tidy-up" house Put dirty clothes in laundry baskets Dust-mop floors Dust furniture Put furniture in place Wash-out bathtub Wash bathroom sink Wash toilet bowl & seat Spread towels out to dry Change towels, if needed		Plan meals for next week Clean & defrost refrigerator Clean range & sink completely Scrub garbage can Wash kitchen & bathroom floors Do washing Do ironing Straighten drawers and closets Clean bathroom completely Clean floors, rugs, baseboards Clean mirrors, pictures, & lighting fixtures Clean & wax window sills Change bed linens & turn mattress Check bathroom supplies Dust and clean furniture lamps, etc.		Wash & wax floors Mending Clean-out cupboards, drawers, closets Clean medicine Cabinet & Linen storage Clean walls Wash windows mirrors & Light fixtures Wash or clean curtains & shades Give rugs extra care Put away out-of-season clothing and bedding	

Questions?

If you have questions, call the University Extension Center in your county. They have a home economist who can help you.

Refrigerator Care



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Your refrigerator is really a household servant! It does these things for you:

- Protects and preserves food
- Can save you time and energy
- Helps foods keep their texture, taste, and looks
- Retains vitamins in food
- Can help you lower food costs

You will want to give your refrigerator the best of care--if you want it to be one of your best household servants.

Care of the Outside of the Refrigerator

- Daily--Wipe off spots and stains as soon as you can.
Wash the outside with a warm soapy cloth.
Rinse and dry thoroughly.
Wax the outside, if you wish, with a white cream wax.
- Once-In-A-While--Disconnect the refrigerator and clean the condenser coils on the back of the refrigerator. Using a vacuum cleaner is the easiest way--or a soft cloth will work to clean off the dust and grime.
- Don't use harsh cleansers or oily polishes on your refrigerator!

Care of the Inside of the Refrigerator

Tips for Easier Care

1. Cover all foods put in the refrigerator or freezer. This helps prevent odors, spilling, and keeps excess moisture from accumulating in your refrigerator and freezer.
2. If foods spill, clean at once.
3. Don't open the refrigerator door more often than needed.
4. Don't crowd foods in the refrigerator. Crowding keeps the air from moving in the refrigerator, and so makes it harder to keep a cold even temperature.
5. Use left-overs and fresh foods while they are still fresh.
6. Plan to clean and defrost before you buy a big supply of food.

Cleaning and Defrosting

When? -- Cleaning and defrosting should be done once a week or every 10 days.
Frost should not be over $\frac{1}{4}$ inch thick on your freezer.

Why? -- Frequent cleaning will help your refrigerator work better and will prevent accumulation of spoiled or unnecessary foods in your refrigerator.

- How? --
1. Turn to "off" and disconnect the refrigerator.
 2. Remove all food from the refrigerator and freezer -
 - Throw away any spoiled food. Wrap it in paper so none will spill when it goes to the garbage can.
 - Put frozen foods in a pan or box. Cover with newspaper.
 3. Remove shelves, vegetable drawers, etc.
 4. Place drip tray or defroster pan where it will do the best job of catching drips.
 5. Take out ice trays.
 6. You can set pans of warm or hot (not boiling!) water in the freezer to help speed up defrosting.
 - Do not use hot water in your ice trays. The coating on them would be damaged and your ice cubes would then be very difficult to remove.
 7. Do not use a knife or other sharp tool to loosen the ice and frost. This may damage the freezing unit.
 8. Wash shelves, ice cube trays, drawers, etc., in warm soapy water. Rinse and drain dry.
 9. Wash the gasket (the rubber-like seal around the door) with warm soapy water--rinse and dry.
 10. Wash the inside of both the food and freezing areas. Use 1 quart warm water with 2 Tablespoons of baking soda. You may use a soft cloth or sponge. The soda will remove stale smells. Rinse and dry well.
 - Do not use harsh cleaners and cleansers.
 11. Clean and dry drip trays and put them in place.
 12. Put shelves, drawers, etc., in place.
 13. Return food and ice cube trays to refrigerator.
 14. Be sure to connect the refrigerator and turn it to "on"!

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