

INTERMEDIATE: Must know 4 out of 6

1. Knows how to use vacuum cleaner properly and change bags/empty canister

Vacuum Cleaner: a household appliance for cleaning floors, carpets, upholstery, etc. by suction

How to Use Vacuum Cleaner:

1. Move all of the smaller items out of the vacuum's way that could be on the floor or furniture
2. Turn the vacuum on
3. Push the vacuum forward and backwards over your carpet, in slow, even strokes.
 - a. If you move the vacuum too quickly it won't pick up dirt as well.
4. Use the vacuum's attachments such as the simple hose to clean corners and under the edges of furniture.
5. Turn vacuum off and unplug it



If Something Gets Stuck While Vacuuming:

- Turn off the vacuum and unplug it
- Remove anything that may have gotten stuck—check wheels
- Turn the vacuum back on and see if it is working properly
 - If not, ask for help or take it to be repaired

When To Empty Vacuum Cleaner:

- If the bag / canister is full or about 1/3 full
- If the vacuum seems to not be working properly
 - Not picking up objects
 - Making any noises

More Information: <https://www.hunker.com/13419611/how-to-use-a-vacuum-cleaner>

How to Empty the Vacuum Canister:

1. Press the release button to open the unit where the canister is
2. Open the canister
3. Pour the dirt slowly into a trash can to empty the canister fully.
 - a. Hold for at least 10 seconds to ensure all the dirt has left
4. Close canister and unit where canister held



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Bagless Vacuums are more cost effective

How to Change Reusable / Disposable Vacuum Bag

1. **Set out a sheet or newspaper.** Laying out some newspaper or an old sheet will help trap any dirt that might burst from the bag during the removal process. Be sure to open bag over an area that is can be swept up easily (not over carpet). This is a useful step for older vacuums, and vacuums whose bags are extremely full.
 - a. You may also want to keep your trash can close by to avoid dragging dirt or other debris through the house.
2. **Re-zip the vacuum body or replace the vacuum lid.** Close up body of your vacuum, and you ready to once again get cleaning. after replacing the bag, the vacuum makes an odd noise or not suck as it should, reopen the chamber and make sure you replaced the bag properly.



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2. Knows how to prevent sinks and toilets from clogging

Preventing Clogs

- Don't put food down the drain.
- Grease will cool and coat the walls of your pipes, narrowing the passage and causing clogs.
 - Instead of pouring grease down the drain, transfer it to an old can or milk carton that can be disposed.



- Don't flush garbage or waste. Never flush:
 - Cat litter
 - Paper towels
 - Feminine hygiene products
 - ANYTHING OTHER THAN TOILET PAPER



- Use a drain protector in your tub/shower and remove hair that can accumulate.



3. Knows how to clean floors (sweep/mop) using appropriate cleaning products

Broom and Dustpan

Mop and Waterbucket
and All purpose cleaner.
If cleaning hard wood
floors mix
one cup of vinegar and
one gallon of water as
a cleaning solution.



How to Sweep:

1. Clear the area of furnisher, throw rugs, and other obstacles.
2. Sweep in arm's length gentle strokes, covering one small area at a time.
3. Sweep to one area or toward the door.
4. Using a dust pan, collect the dirt
 - a. Make sure to collect all the dirt! It most likely take multiple attempts to so.
5. Dispose of dirt into the trash.



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How to Mop:

1. **Mix warm water and a standard cleaning product.**
2. **Dip your mop into the cleaning solution.** Place your mop in the bucket and let it soak up the cleaning solution. If your mop is particularly stiff, it may need to soak for a few minutes to loosen up.
3. **Lift the mop and let excess water drip off.** Once you've given it plenty of time to soak, lift your mop and hold it above the bucket. Mops often absorb way more water than they need, so hold your mop up for 2 to 3 seconds to let excess liquid fall back into the bucket.^[5]
 - a. If you'd prefer, you can wring your mop out to remove the excess water.
4. **Mop your floor in small sections. Work your way toward a door.** This will ensure that you're not stepping on parts the floor you've already cleaned.
5. **Wring the mop out when you're done cleaning.**
6. **Run your mop over the floor to wipe up dirty water.**
7. **Clean after mop use. Wring out into bucket and dispose dirty water outside.**



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4. Knows how to clean surfaces (tables, furniture, counters) using appropriate cleaning products

Appropriate Cleaning Products:

- Paper Towels, Sponge, or Rag
- All Purpose-Cleaner, Disinfecting Wipes
- Gloves

- For hardwood:
 - Microfiber cloths
 - A little water
 - If you find sticky spots, dampen a microfiber cloth and apply light pressure until the residue has been removed. Note: It's key here to make sure your cloth is damp and not wet so that you don't ruin the finish or damage the wood.



How to Clean Counters:

1. Clear table and counter top of any food or other items get in the way of cleaning
2. Applying all-purpose cleaner to table/counters or use
 - Soap and water with a sponge
 - disinfecting wipes
3. After table or counter is wiped down floor can be swept any of the dirt or crumbs from the tables/counters that fallen are cleaned as well.



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How to Clean Furniture:

1. Determine the type of surface to be cleaned and use cleaning solution appropriate to the type of furniture being cleaned. (Fabric cleaner for couch or fabric chair, Wood cleaner or microfiber cloth for wooden table or end tables, etc.)
2. If in doubt a little soap and water can often be used to at least be a first line cleaning approach.
3. Dust from high items to low items. Dust from back to front and dust items on shelf or area to be dusted first, then dust shelf or surface area. . Move items as needed to do a more complete job.



Products will change depending on the surface being cleaned

More information: <https://www.bhg.com/homekeeping/house-cleaning/tips/how-to-clean-countertops/>

5. Knows how to clean the bathroom (toilet, tub, sink) using appropriate cleaning products

1. It's a good idea to wear rubber gloves while you're scrubbing, to keep your hands from drying out if you're using harsh products.
2. **Open window to ventilate the air.** Be sure to dilute bleach before using and use the appropriate ratio of bleach and water (1 part bleach to 10 parts water).
3. **Clean the shower / tub.**
 - a. Spray cleaning product on the shower walls, and the showerhead and let it rest for a couple of minutes. Spray cleansers made especially for getting rid of soap scum work very well on tubs that haven't been cleaned in a while. Using a scrub brush clean from top to bottom, rinse intermittently to be sure you are removing dirt and cleaning the areas thoroughly.
 - b. Don't forget the shower curtain; it is also prone to mildew.
 - i. Be sure to pull the curtain across to dry after showering.
4. **Clean the sink and counter area.**
 - a. Clean and remove items from sink area. Using an appropriate cleaning solution, or wipes wipe down sink area. Replace items to sink area.
5. **Clean the toilet.**
 - a. Wipe the outside, starting with the flush handle so as not to re-contaminate it, with a cloth soaked in disinfectant cleaner.
 - b. Apply cleaning solution to the toilet and let sit for about 10 minutes. While this is soaking, one can wash with rag or paper towels the entire toilet, not neglecting base and around outside of bowl, the top and underside of the seat and lid, and the hinges and their mounting area with a cloth and detergent or similar cleaner. After all of this is cleaned one can take the toilet brush and clean the inside of the toilet including under the rim of the bowl.
 - c. Don't forget to use a cloth specially assigned for cleaning the toilet, or a paper towel (throw it away, don't flush it).



6. Knows how to clean a stove/oven

****DIRTY BURNER PANS = RISK OF FIRE****

After every stove top use, make sure no debris or food particles are caught in burner pans. These can catch fire due to the heat and cause a odor, smoke or fire.

BE SURE TO CHECK FOR SELF-CLEANER SETTING FOR OVEN. If this is available.

Remove everything from on top of your oven and inside of your oven—racks, baking sheets, thermometer, etc. and remove any food or foil debris. Be sure to open a window for ventilation. According to oven instructions use self-cleaning mode. Oven should lock.

Do not attempt to open oven during self-cleaning mode.

How to Clean Your Oven With Store-Bought Cleaning Products

1. Be sure the oven is cooled down before cleaning.
2. Remove everything from on top of your oven and in your oven—racks, baking sheets, thermometer, etc. and remove any food or foil debris from on top as well as in your oven.
3. Be sure to open a window before working with cleaning products for ventilation
4. Read the directions on the cleaning solution and follow them closely. Be sure to take safety precautions. Put on your gloves and safety glasses. Spray the oven cleaner around the inside of your oven, covering the back, sides, bottom, top, door, corners and crevices.
 - If you have an electric oven, don't spray on the heating elements; instead, simply lift them up and spray underneath.
 - If you have a gas oven, don't spray where the gas comes through. Close the oven when you're done.
 - Follow the instructions and at appropriate time wipe out oven. Be sure to protect the floor with newspapers or cloth if you anticipate flaky debris that may come up while wiping down.



Cleaning a **ceramic top** oven requires specific cleaning products. Soap and water can be used for general cleaning . For burned on spills, use baking soda and water and a scouring pad to remove caked on debris.

