

One weekend. One finish line.

Choose a modest, reversible task. Leave room for setup, cleanup and a useful stopping point.

1. Done means... / Out of scope...

Name a result you can inspect. Name what you will leave for another project.

2. Use what we have

Existing tray, bin, shelf or tool that can support the first trial.

3. Measure and resolve first

Measurements, fit checks and unanswered questions. Unknowns are not purchases.

4. Three visible steps

Write verbs and results. Put prerequisites before assembly; keep the sequence small.

5. Time and stopping point

Available time / cleanup time / how the room will be left usable if work stops.

6. Closeout

Done / changed from plan / next unresolved question. Test with the actual activity.

Planning aid only. Follow material, tool, storage and equipment instructions. Resolve specialist work before starting. No measurements or safe clearances are supplied.