



The College Student's Guide to Cleaning

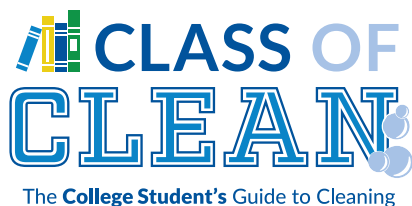
# Resource Toolkit

# The College Student's Guide to Cleaning

Heading back to school this fall? Tired of calling your parents every time you have a cleaning question?

The American Cleaning Institute knows that for many of you, cleaning is a new task, and that managing your cleaning responsibilities can be overwhelming. And while cleaning might seem like just another chore, it plays a critical role in protecting against illnesses that can easily spread throughout dorms and campus living. Cold, flu, mono, and norovirus? No, thank you.

**Use the Class of Clean toolkit to help you make cleaning an easy part of your daily routine.**



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**LET'S GO!**


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## LET'S GO!

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# Move In Checklist





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## Move In Cleaning Tips

After you've unloaded your boxes, give your new space a clean start.

### #DYK

While it may seem obvious, there are big differences between cleaning and disinfecting.

**Clean** to remove dirt from the surface, using an all-purpose cleaner or soap and water.

**Disinfect** to kill germs.

*Important Tip:* Read the disinfectant label prior to using. Pay attention to how long it needs to remain on the surface to ensure effectiveness.

### Have a Bath or Kitchen?

**In the bathroom:** disinfect sink areas, toilet bowls, tubs and showers to kill germs, as well as mold and mildew.

**In the kitchen:** clean and disinfect cabinets and surfaces. Clean oven with an oven cleaner. Clean refrigerator walls and shelves using a nonabrasive, all-purpose cleaner.

### MOVE IN

**ROOM FEATURES:**

**Door handles**  
☐ Clean ☐ Disinfect

**Light switches**  
☐ Clean ☐ Disinfect

**Floors**  
☐ Vacuum or sweep, starting from the farthest corner and working toward the exit


**Bed Mattress**  
☐ Vacuum and clean, consider disinfecting to get rid of dust mites, then top with a mattress cover and sheets

**FURNITURE:**


**Desk and chairs**  
☐ Clean ☐ Disinfect

**Bed frame**  
☐ Clean

**Drawers and shelves**  
☐ Clean ☐ Disinfect



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## Checklist & Tips

Use this visual checklist as you arrive on campus to move in cleanly, and move out freely.

8.5" X 11" FLYER

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# Stain Removal Guide

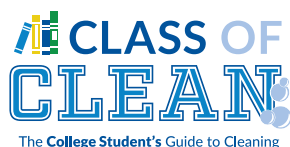
MOVE IN  
CHECKLIST

STAIN REMOVAL  
GUIDE

CLEANING WITH A  
SICK ROOMMATE

INTRO TO  
LAUNDRY

THE GOOD  
ROOMMATE



## Common College Stains & How to Clean Them

Dealing with a stubborn stain? Use this guide to help you get the tough ones out.



### DRINKS

1. Sponge or soak stain in cool water for about 30 minutes.
2. Pretreat with stain remover.
3. Wash with laundry detergent. If safe for the fabric, add chlorine bleach



### COFFEE/TEA

1. Sponge or soak stain in cool water.
2. Pretreat with stain remover.
3. Wash with laundry detergent and either oxygen bleach (a bleach that doesn't contain chlorine), or if safe for the fabric, chlorine bleach.



### COSMETICS

1. Pretreat with stain remover or rub with bar soap.
2. Wash with laundry detergent.



### GREASE/OIL

- LIGHT**
1. Pretreat with stain remover or liquid laundry detergent.
  2. Wash with laundry detergent, using the hottest water that's safe for the fabric.

- HEAVY**
1. Place stain face down on clean paper towels. Apply stain remover or liquid laundry detergent to back of stain.
  2. Replace paper towels under stain frequently.
  3. Let dry and rinse, then wash with laundry detergent, using the hottest water that's safe for the fabric.



### DEODORANTS

- LIGHT**
1. Pretreat with stain remover or liquid laundry detergent.
  2. Wash with laundry detergent.

- HEAVY**
1. Pretreat with stain remover or liquid laundry detergent. Allow to sit for 5 to 10 minutes.
  2. Wash with laundry detergent and either oxygen bleach (a bleach that doesn't contain chlorine), or if safe for the fabric, chlorine bleach.



### INK

1. Sponge the area around the stain with rubbing alcohol, stain remover or liquid laundry detergent before applying it directly on the stain.
2. Place stain face down on clean paper towels. Apply more rubbing alcohol, stain remover or liquid laundry detergent to the back of the stain. Replace paper towels frequently.
3. Rinse thoroughly, then wash with laundry detergent.

**TIP!** Some pen inks may be impossible to remove, including ballpoint, felt tip and liquid.



### PERSPIRATION

1. Use a stain remover or rub with bar soap.
2. Wash with laundry detergent.

**TIP!** If perspiration has changed the color of the fabric, apply ammonia to fresh stains or white vinegar to old stains, then rinse.

**TIP!** Stubborn stains may respond to washing in a product containing enzymes or oxygen bleach in the hottest water that's safe for the fabric.



### BODILY FLUIDS

1. Pretreat or soak in a product containing enzymes.
2. Wash with laundry detergent and oxygen bleach (a bleach that doesn't contain chlorine).

### TIP!

Make sure the stain is gone before you put your clothes in the dryer! The heat from the dryer can make the stain set in.



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### SAFETY 101

- ⚠ Don't mix cleaning products.
- ✓ Keep cleaning products in their original containers with labels intact.

- ✓ Read and follow label directions when cleaning and disinfecting.
- ✓ Open doors and windows to ensure adequate ventilation.



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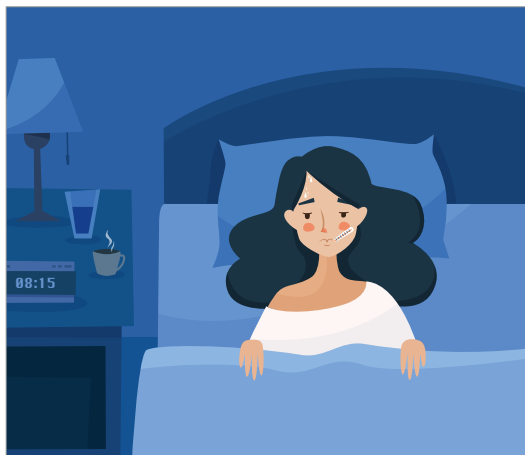
## Guide Poster

Keep this visual guide handy as you navigate the world of laundry.

## 8.5" X 11" FLYER

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# Sick Roommate Guide



## Cleaning with a Sick Roommate

When you live in close quarters, germs can spread quickly. If you or your roommate feel ill, follow the steps below to keep germs from spreading.

### CLEANING FOR ILLNESS PREVENTION

- ☐ Disinfect daily, especially items the sick person has touched.
- ☐ Once your roommate feels better, wash or disinfect all the devices and surfaces touched while sick.
- ☐ Make sure you and anyone sick washes their hands more frequently, following proper handwashing practices.
- ☐ Have hand sanitizer readily available for when washing with soap and water isn't convenient or practical (e.g., carry it with you as you move about campus and use it before eating).
- ☐ Avoid sharing laptops, phones, pens/pencils, drinks, etc.

### What's the Difference?



#### Cleaning:

Removing unwanted contaminants, such as soil, dirt and grease, from a surface, material, or your hands, using soap and water or a proper surface cleaner.



#### Sanitizing:

Reducing (but not necessarily eliminating) the number of bacteria on the surface to levels considered safe as determined by public health codes or regulations.



#### Disinfecting:

Irreversibly inactivating pathogens (microorganisms that may cause infections and disease) including bacteria, viruses and fungi.



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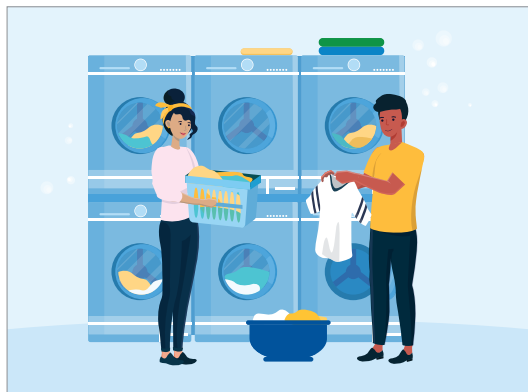
## Checklist & Tips

Stay healthy, even in shared, small spaces, with this checklist and guide.

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# Laundry 101



The College Student's Guide to Cleaning

## Laundry 101

Dirty laundry holds onto more than just body odor and food stains! It also carries germs that can cause illnesses. Get into a regular routine to stay healthy throughout the school year!

1

### INTRO TO SORTING

#### SORT BY COLOR

To keep light colored clothes from picking up dark dyes, wash whites separately; pastels and medium colors together; bright and darks by themselves.

#### SORT BY SOIL

Sort those really dirty items away from the slightly dirty ones, since slightly dirty items can pick up the extra soil from the wash water.

\*Remember to empty clothes pockets. Turn clothes right-side out, close zippers and check labels for any special instructions to avoid shrinking or ruining clothing. Refer to the stain guide to pre-treat any stains.



2

### LAUNDRY LAB: WASHING MACHINE SETTINGS

1. Select your load size. The perfect load size will be around a medium load that leaves a few inches at the top of the washer.
2. Follow instructions on washer or on the product label when adding detergent.
3. Choose water temperature. Most can be washed in cold (which is also eco-friendly) but you may need warmer water to remove some stains (check the stain guide).
4. If your washer has a soil level setting, think about how dirty your clothes are. Put dirtier items like sports uniforms and workout gear on a higher soil level than your everyday clothing.
5. Add your liquid detergent either into the drum of the machine, or into the detergent tray. If using fabric softener, add it to the softener tray. If using liquid laundry packets, add the packet to the drum of your washing machine before adding your clothes.



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## How-To & Tips

A crash course in everything laundry in 5 simple steps.

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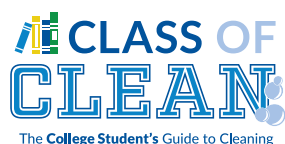
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# The Good Roommate Checklist



## The Good Roommate Checklist

Everyone likes to come home to a clean space. Here's how to easily conquer cleaning chores with your roommate.



### LIVING SPACE

#### DAILY

- ☐ Clean & consider disinfecting frequently-touched surfaces.
- ☐ Clean visible messes.
- ☐ Pick up personal items.

#### WEEKLY

- ☐ Vacuum and/or sweep.
- ☐ Dust.

### SAFETY 101

- ⚠ Don't mix cleaning products.
- ✓ Keep cleaning products in their original containers with labels intact.
- ✓ Read and follow label directions when cleaning and disinfecting.

### KITCHEN/KITCHENETTE

#### DAILY

- ☐ Clean & consider disinfecting frequently-touched surfaces. (countertops, refrigerator door, etc.).
- ☐ Clean visible messes and crumbs.
- ☐ Wash dishes.
- ☐ Put away food.

#### WEEKLY

- ☐ Clean out refrigerator and toss any expired or old food.
- ☐ Clean inside and outside of microwave.
- ☐ Vacuum, sweep and/or mop.

### BATHROOM

#### DAILY

- ☐ Clean & consider disinfecting frequently-touched surfaces.
- ☐ Clean visible messes.
- ☐ Pick up and organize personal items.

#### WEEKLY

- ☐ Clean toilet.
- ☐ Clean sink and countertop.
- ☐ Clean shower/bath.
- ☐ Vacuum, sweep and/or mop.
- ☐ Wash towels and bathmats.

### TIP!

Keep clutter to a minimum and take advantage of storage where you can, like using under the bed storage. Having lots of stuff around makes cleaning harder and gives dust room to collect. Since dust triggers asthma and allergies, wipe down surfaces like light fixtures, blinds, window frames and baseboards, using a clean cloth and some dusting product.



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## Checklist & Tips

Use this visual checklist to cover all your chores in your new space.

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