

7

Space Organisation

7.1 Introduction

Sita and Laxmi are both living in two bedroom apartments with their respective families. Not only is their family structure same but their furniture and furnishings are also quite similar. Yet when you walk into their houses one looks more spacious than the other. Have you ever experienced this kind of feeling while in some houses but not in others? Do you think it is only a feeling? Or do you consider this to be real? Well! you are right. The same type of flats can give you more space or less space depending on how you have organised the space. In this lesson we will discuss what space organisation means and why and how we can achieve it.

7.2 Objectives

After studying this lesson you will be able to do the following.

- state the meaning and importance of space organisation;
- list various activity areas of the family and specify requirement of each area;
- explain how space can be effectively organised for various activities;
- demonstrate mutual relationship between space organisation and aesthetics;

7.3 Meaning and Importance of Space Organisation

Space Organisation means assigning space to an activity and systematically arranging all the materials required for it with a view to save on time and energy.

Thus, the important aspects of space organisation are-

- allotting space for the activity
- availability of all that is required for the activity on the spot
- systematic arrangement of the materials and equipment for the activity.

It is desirable that the materials required for performing a specific task are stored nearby so that you do not waste your time and energy in first collecting the material and, after finishing the work, in storing it back.

Also, if two or more activities need to be performed nearby then their working areas can also be nearby, e.g. if you want to wash utensils while the food is being cooked and the water arrangement is in the kitchen then both the tasks can be completed simultaneously and effectively. But if water source is at a distance then unnecessary movements have to be made while doing the two jobs together, or one will have to be performed after the other.

Moreover, when space in the house is limited it should be effectively utilised, e.g. a bedroom is usually used only at night for sleeping. Therefore, it is vacant during the day when it can be used for studying purpose. Similarly, the living room can be converted into a guest room during night. Only some specific arrangements should be made such that the additional activity can be performed effectively. You will study about this later in the lesson.

7.4 Steps in Space Organisation in the House

Make a list of all the activities performed by your family. Compare it with our list. All families perform the following activities :

- Cooking
- Washing: clothes and utensils
- Sleeping
- Studying and/or playing
- Entertainment

Most of the above activities can be broken down into sub-activities.

For example, cooking comprises of

- storing of food stuffs
- pre-preparation, e.g., washing and cutting vegetables, kneading flour
- cooking, and giving finishing touches
- washing utensils
- serving of food and storage of left overs.

Provisions required for cooking would be:

- utensils and store
- source of water
- preparation area
- cooking range and fuel
- storage area
- holding area

Similarly, for washing clothes we would need

- provision for water
- provision of materials required for washing, such as soaps, detergents, bucket, blueing agent, starch, etc.
- if washing machine is being used then provision of electric point nearby
- arrangement to collect soiled clothes

- Provision for clothes line near the washing area.

In fact all the activities can be divided into a number of smaller sub-activities. Doing this exercise of analysing each activity is important because it helps us to know the nature of the activity and work out the necessary requirement for each activity.

INTEXT QUESTIONS 7.1

1. List two important aspects of space organisation
 -
 -
2. Give four examples where two activities can be detailed
3. Stitching activity area should have the following provisions :
.....
.....
.....

7.5 Work Centres

Now you are well aware of the fact that each activity performed at home has specific requirements and it would be best performed if it has a working area specified for it. The area specified for an activity is known as the *work area* or *work centre*. From our earlier discussion you must have understood that by work centre it is not implied that for each work centre a separate room is required. With the space constraints in most of the modern houses, it is not possible to have so many rooms, so it is desirable to link two or more similar activities which can be performed in a particular room and demarcate space for each such activity in that room.

We will now discuss the specific requirements of some of these work centres.

1. Cooking area

The cooking area is usually called a kitchen where all the cooking-related activities are performed. Study the kitchen in your house and judge for yourself whether the arrangements made are satisfactory or do they need some change.

In the kitchen you need to store equipment and things which are required daily and those which are required less frequently. But there is a need to store everything in the kitchen. Therefore you tend to store them at different heights depending on the need. The things which are not required regularly can be stored at a height, but those required daily should be stored at a place most conveniently accessible so that the worker does not have to unnecessarily bend or raise high everytime to pick up a thing.

This height will also vary in the case of a sitting or standing kitchen.

Table 1 Heights of Work Surface Suitable for the Average Woman

PART A. RANGE IN HEIGHT IN RELATION TO MOVEMENTS REQUIRED BY PROCESS

Position of Worker	Movement	Height of Surface from Floor (in cm)
Standing	Manipulation of tools in doing hand beating, stirring, kneading	61-76
	Handling of supplies and equipment, slicing, cutting	75-86
Sitting	Manipulation of tools in doing hand beating, stirring, kneading	60-70
	Handling of supplies and equipment	60-75

PART B. SUGGESTED HEIGHTS FOR SPECIFIC SURFACES

Position of Worker	Surface	Heights of Surface from floor (in cm)
Standing	Floor of sink	70
	Counter on level with rim of sink 6 inches deep	85
	Mixing table	70
	Cooking surface of range	70
	Sewing (cutting, basting)	138
	Pastry board in use	73
Sitting	Kitchen planning deask	70
	Lap table or pull-out board	60

The pre-preparation area can either be inside the kitchen or some of these works can be done outside. For example, in the dining area or in the living room while watching television one tends to cut vegetables or pick pulses. However, proper care should be taken that after finishing the work the peels, etc., are thrown into a covered garbage bin.

The cooking area should have spices, oils, etc., stored nearby at appropriate heights. Further, the provision for storing utensils should also be nearby such that the worker does not have to make any unnecessary movement while cooking food.

After cooking, the food is served. The food can either be served in the kitchen if there is enough space or there can be a separate dining area outside the kitchen. If there is not enough space to keep the dining table there, a folding dining table fixed in the wall can be used. Whenever required, the table can be opened and used. Further, the place in the wall behind the table can be used for storing crockery, cutlery, etc.

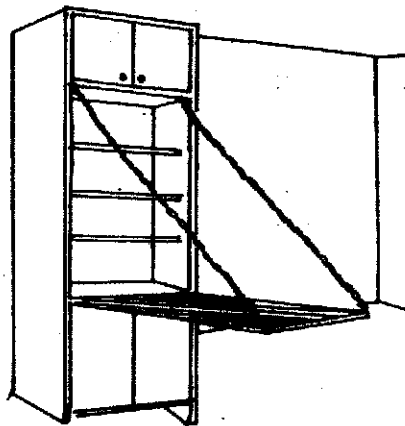


Fig. 7.1 Folding Dining Table

Utensil washing area should also be near the cooking area as far as possible because water is required at each stage of cooking — pre-preparation, preparation, serving and cleaning. If there is no regular water supply then a provision should be made for storing water in or near the kitchen.

Depending on the space available all the above provisions need to be made there. There are various shapes of kitchen in which these arrangements can be made. These are:

- One-walled kitchens
- Two-walled kitchens
- L-shaped kitchens
- U-shaped kitchens

One-walled Kitchen : In small houses, such a kitchen is provided where all the arrangements for cooking are made on one wall only.

Two-walled Kitchen : Here two walls facing each other are used for the kitchen arrangements.

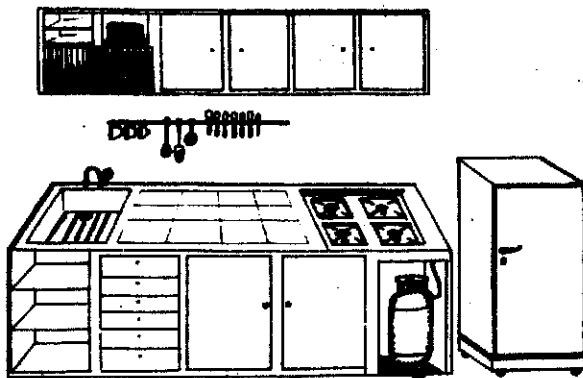


Fig. 7.2 One-walled Kitchen

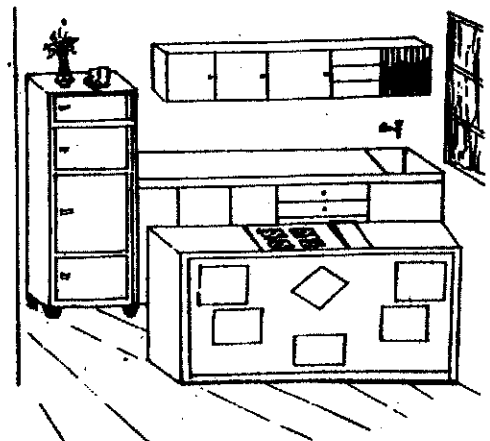


Fig. 7.3 Two-walled Kitchen

Now you will be able to visualise the concept of L-shaped and U-shaped kitchens. Draw the various work centres in these types of kitchen for yourself.

7.2 Bathing Area

- washing clothes
- bathing

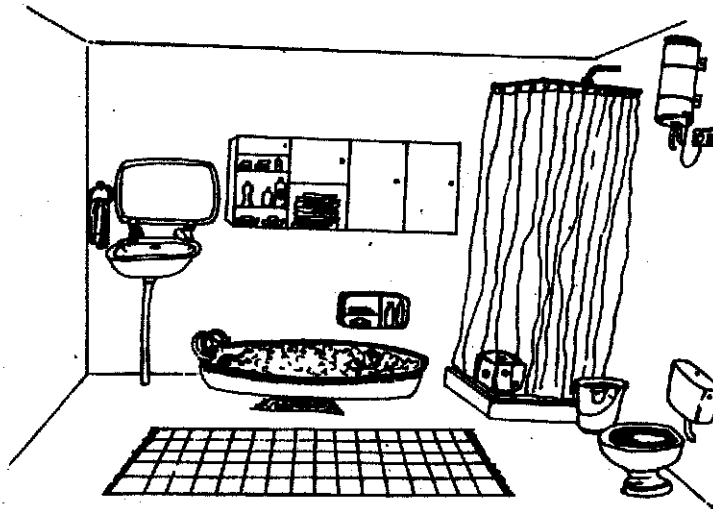


Fig. 7.4 The Bathroom

Washing of clothes and bathing are usually done in the bathroom. Therefore a bathroom should have storage area for soaps, washing powders, oils and other toiletries. In addition, it should have proper water supply and drainage facility.

If a washing machine is used for washing clothes then there should be a provision for electric points in the bathroom. Also adequate arrangement must be made there to store soiled clothes so that you do not have to collect them from every nook and corner of your house.

Also the area for drying the clothes, i.e., the clothesline should be near the washing area so that unnecessary movement between washing and drying areas is avoided.

INTEXT QUESTIONS 7.2

1. State whether the following statements are true or false.
 - (i) A daily activity can be performed daily at a new area in the house.
 - (ii) Materials and equipment required frequently should be stored at an appropriate height.
 - (iii) A folding dining table fixed in the wall is not recommended as it is usually a cumbersome process to open and close it for each use.
 - (iv) Arrangement of pre-preparation area, cooking area and washing area should be as near each other as possible.
 - (v) Soiled clothes can be collected before washing.
 - (vi) There is no need to relate the drying and the washing areas.
 - (vii) Proper drainage facility is a must for the laundry and bathing area.

7.3 Sleeping Area

This is in the bedroom. The bed room is usually meant for resting, sleeping and dressing up. In addition, it can also be used for study purposes if proper arrangements are made for it.

If the bedroom is small then the beds can be so made that the childrens' beds can be under the big bed and pulled out whenever required.

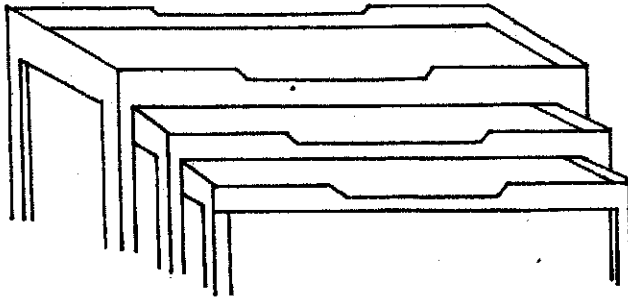


Fig. 7.5 Pull-out Beds

Also bunk beds and folding beds can be used. Or instead an ordinary *charpoy* can be used which can be moved out when it is not required.

In the bedroom the beds can have boxes which can be used for storage in place of cupboards or shelves. For easier cleaning under such beds, these can be provided with wheels. Enough space on both sides of the bed can be left in order to facilitate the making of the beds.

The side tables can be used on either side of the bed for keeping small items required regularly, e.g. watch, books, water, etc. Instead of a dressing table, a mirror can be fixed on the wall.

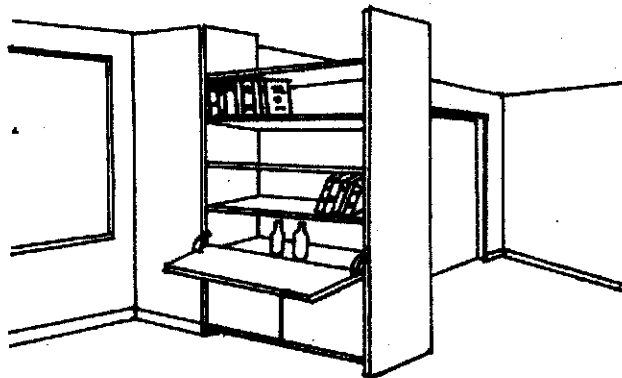


Fig. 7.6 Folding Study Table

Provision for a study table can also be made in the bedroom. It can be in the form of a proper study table or a folding table which can be opened when required. This study table can also be like the dining table fixed in the wall about which you had studied earlier. Here the wall space can be used for storing books and other stationery items.

The almirah or wardrobe can be built in the wall and up to the ceiling level. It will cover less floor space and provide the needed storage space.

If the sleeping area is to be provided along with the living room as in the case of one-room apartments, then a diwan and folding beds can be used for sleeping.

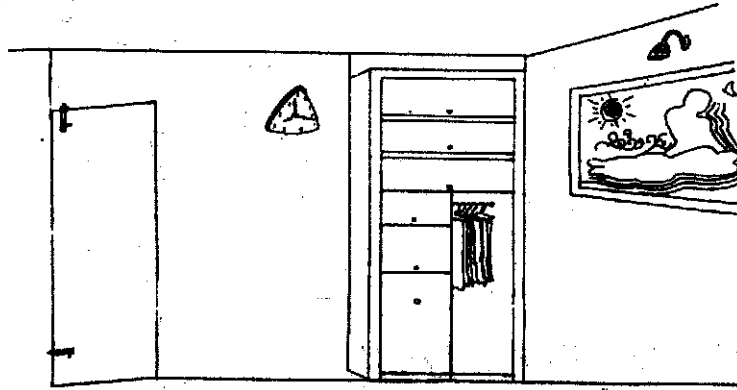


Fig. 7.7 Almirah built in the wall

7.4 Study Area

The study table can be adjusted in any available corner of the house, provided there is a provision for natural and artificial lighting and no disturbance.

It can be in the bedroom as discussed earlier or it can be clubbed with the dining room using the dining table for writing. The bookshelf and the table lamp can be accommodated on or along the wall.

7.5 Entertainment Area

Entertainment area is where all members of the family get together, chat, watch TV, or do any other work. This can either be in the drawing room or there can be a separate living room or a living cum bedroom.

Formal entertainment should be in the drawing room. If it is large enough it can be divided into two parts — one for sitting purpose where sofa sets, chairs, tables, etc. can be arranged. The divider between the two can have shelves which can be used for storing various things.

If the divider has the arrangements of a folding dining table in it, then the space of the room can be used as living room or children's play room.

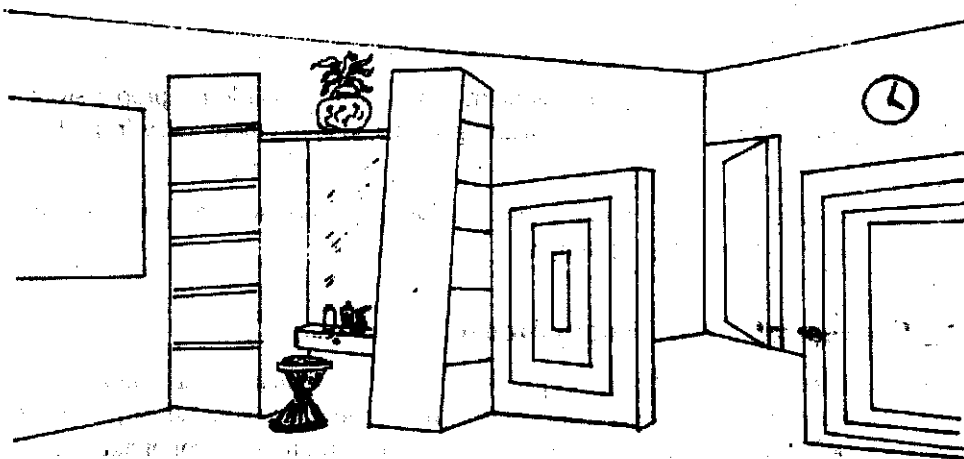


Fig. 7.8 Room divider

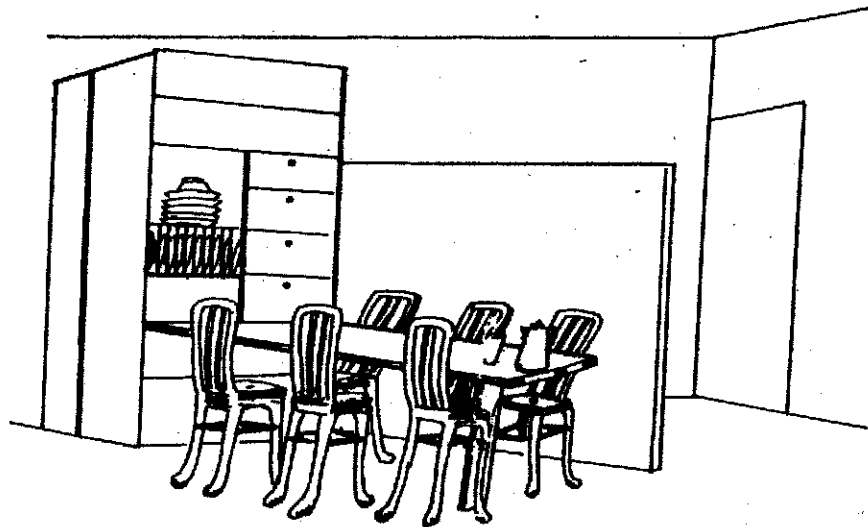


Fig. 7.9 Divisions of a room

The living room can also be converted into a guest room at night where folding beds can be spread out as per requirement.

The furniture can be so provided that the living room, can be used for sleeping at night even by the family members. Provide a sofa-cum-bed which can be used as a sofa during the day and converted into a bed at night.

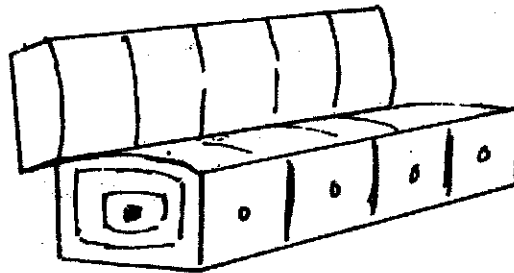


Fig. 7.10 Sofa-cum-Bed

In addition to all the above, arrangement should also be made for proper storage of brooms, disinfectants, mops and other cleaning agents, keeping them away from the reach of children.

The cabinets in the walls and the space under the staircase can be used as storage areas for storing various kinds of things.

7.6 Concept of a One-Room House

You have till now studied about various work centres. A house has a number of rooms which can accommodate various work centres. But if the house consists of just one room then all the work centres have to be adjusted in that one room. Can you make a sketch to show the possible arrangement of various work centres in one room?

Well, one such arrangement could be as follows :

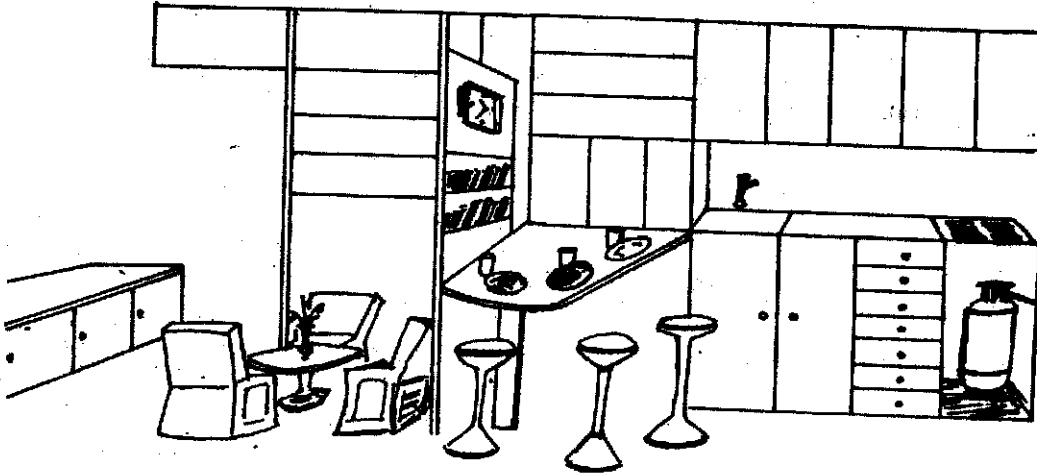


Fig. 7.11 Possible arrangement of work centres in a one-room house

INTEXT QUESTIONS 7.3

1. The dressing area can be made in any of the following ways :

.....

2. The study area can be made in any of the following ways :

.....

3. Show an arrangement of various work centres in a one-room house :

.....

7.7 Mutual Relationship between Space Organisation and Aesthetics

Whenever we are organising space for performing various activities, our main aim should be that it is not only effective but also make the area look attractive, i.e. aesthetically appealing and that all the required equipment is stored at an appropriate place. If a place is appealing, you want to sit and work there. It also helps in better performance of the activity. Some of the points which can be considered for making the work centres attractive are as follows :

- The size of the furniture should be in accordance with the size of the work centre. Small furniture is desirable in a small room.

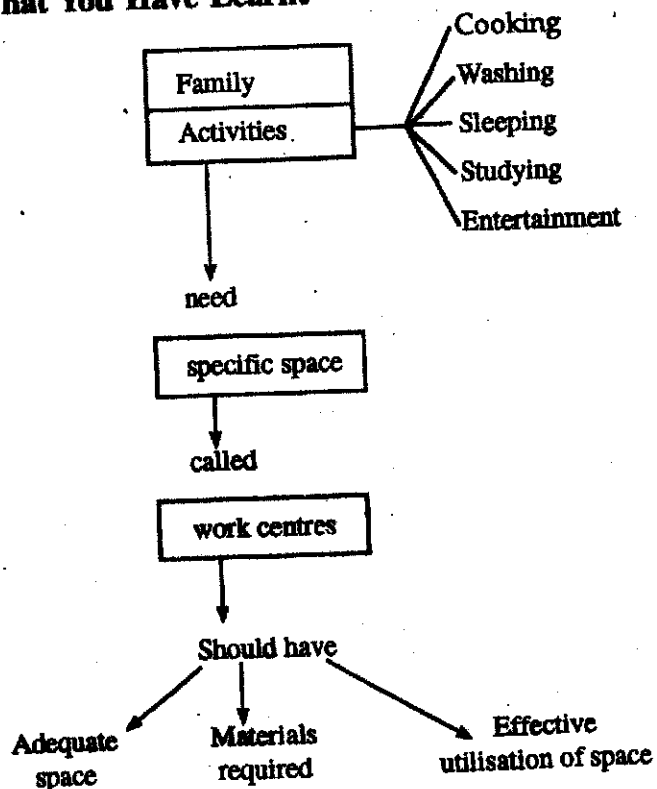
- The place looks tidy and attractive if things are kept out of sight when not in use.
- The arrangement of equipment, furniture, fixtures, things, etc., should not hinder the movement of the persons.
- The arrangement of equipment, etc., in a room should be in accordance with the activities performed there.
- In a one-room apartment, all the work areas should be so arranged that they can be distinguished from each other.
- Colours can also help to improve the work centre aesthetically, e.g. dark and small rooms will appear bright and big if light colours are used, and the ceiling is painted white while the walls are painted in light colours.
- Addition of suitable indoor-plants will also add colour to the room.

INTEXT QUESTIONS 7.4

State whether the following statements are true or false:

- An attractive work centre does not add to the efficiency of the worker.
- Size of the rooms has no bearing on the size of the furniture.
- All the equipments and fixtures required for a job should be placed in the work centre.
- White ceilings add to the height of the room.
- Aesthetics are not important for kitchen and bathroom.

7.8 What You Have Learnt



7.9 Terminal Exercise

1. What do you understand by space organisation?
2. Why is there a need to organise space for various family activities?
3. 'All major family activities can be divided into sub-activities.' Explain with the help of examples.
4. What do you mean by the term 'work area'.
5. Mention the specific requirements of the three sub-areas present in the kitchen:
 - the pre-preparation area
 - the cooking area
 - the washing area
6. Why is there a need to have a separate space for storing soiled clothes and where should this space be ideally located?
7. What are the other uses of the bedroom besides sleeping and what provisions need to be made for these activities?
8. What are the various changes in furnitures and fixtures that can be made in a one-room house to make provision for all the work areas of the house?
9. Enumerate the benefits of an attractive work area and suggest various ways in which a work area can be made attractive.

7.10 Answers to Intext Questions

- 7.1
1. See text
 2. — Washing clothes + baking cake
 - Knitting + watching T.V.
 - Cutting vegetables + watching T.V.
 - Cooking vegetables + washing utensils
 3. — natural and artificial lighting
 - place for keeping the sewing machine and sewing kit
 - provision for sitting and working/comfortably
- 7.2
- | | |
|-------------|------------|
| (i) False | (v) False |
| (ii) True | (vi) False |
| (iii) False | (vi) True |
| (iv) True | |
- 7.3
1. — a proper dressing table
 - mirror fixed on the top of a side table of bed in a bed room
 - mirror fixed on the door of the cupboard
 - any other

2. — in bedroom in the form of study table
- in living room
- in dining room
- in verandah

(should have provision for lighting — both natural and artificial)

3. See text for reference

4. (i) False
 - (ii) False
 - (iii) True
 - (iv) True
 - (v) False
-