

# SOS Closet Updates

Improving Efficiency, Awareness, and Accessibility



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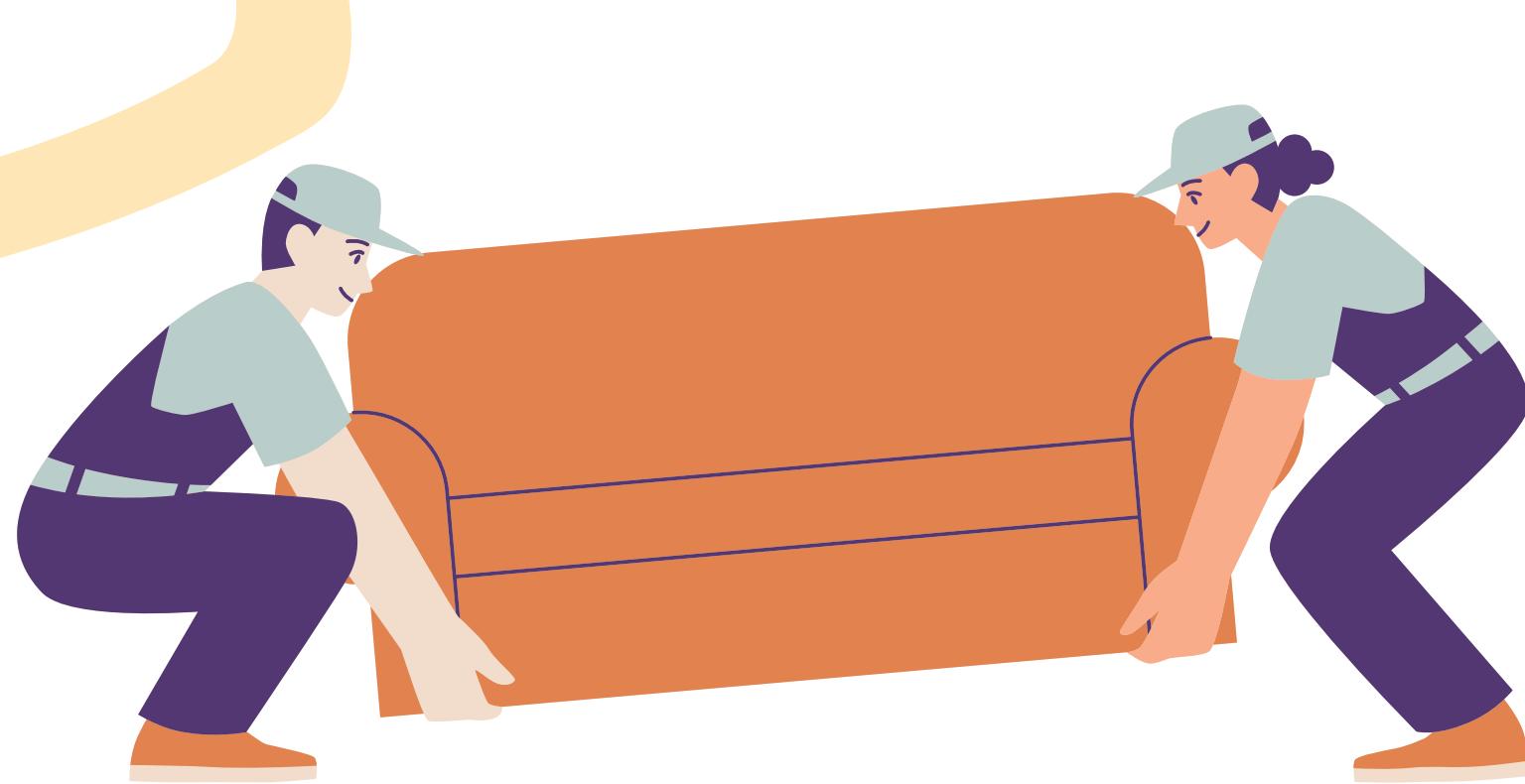
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# Organization & Accessibility



## Closet Space

Move clothing racks for mobility and make labeling more clear

## Staff Space

Use space for laundry bin, supply closet, and rack for items that need to be hung

## Dressing Room

Make dressing rooms more usable by adding additional elements

## Size Charts

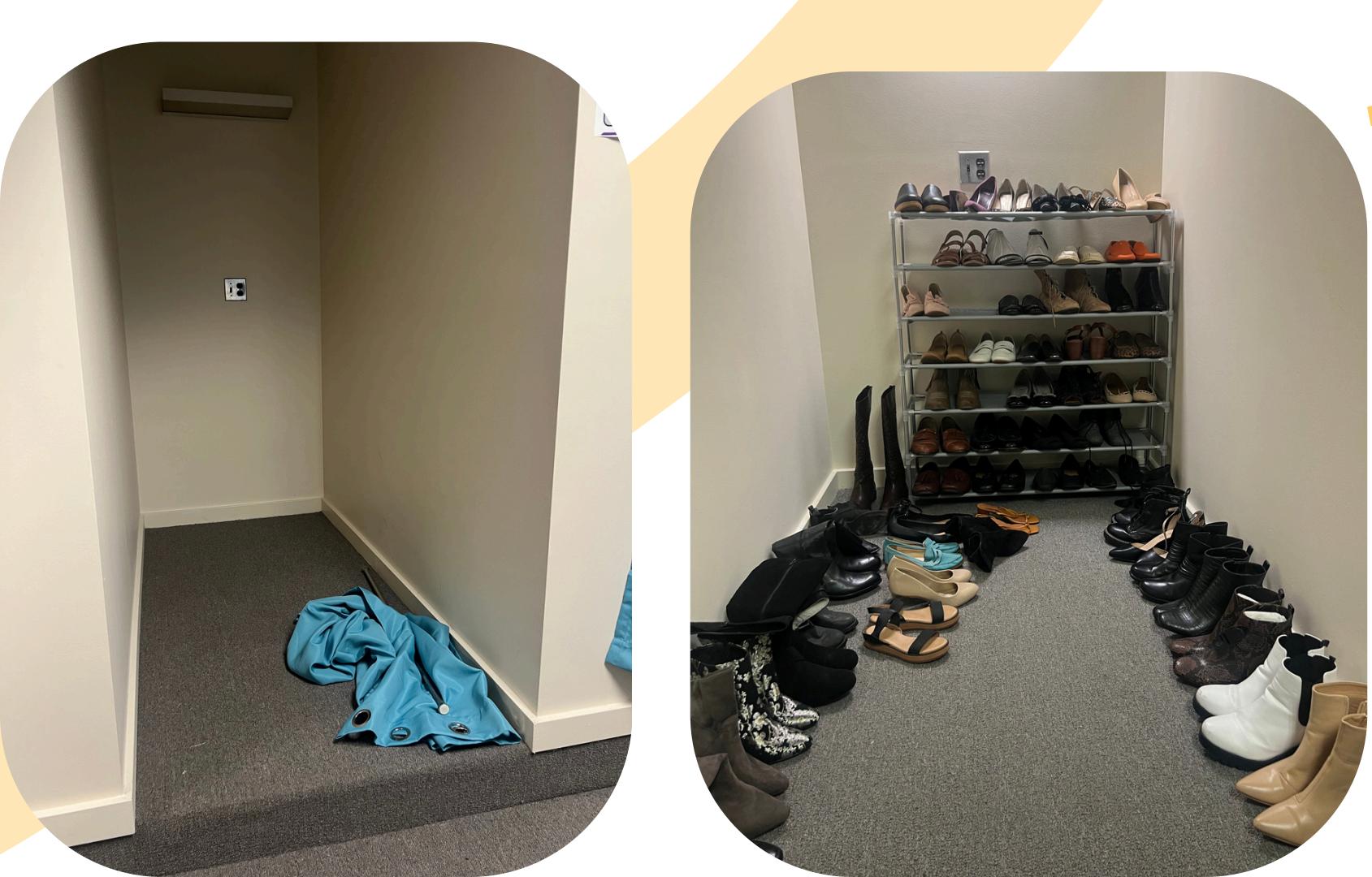
Hang charts to convert certain sizes to more recognizable ones to increase efficiency

## Waiting Room

Use space in the closet to a student sitting area while waiting on dressing rooms

## Style Lookbook

Create a book of clothing styles, like business professional or business formal



# Closet Space

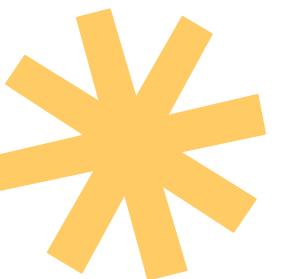
- Move more clothing racks to side cubbies so that space is less crowded/easily navigable
- Obtain a removable wheelchair ramp which can be placed on the steps (dressing rooms, side spaces, rack spaces)
- Add clear labels to racks themselves corresponding to categories of clothing



# Dressing Room Updates

- Each dressing room should have a stool, a spot to hang clothing, and a mirror
- Inspirational/motivating quotes on sticky notes added to each mirror
- Decorations across top of room (flowers, hanging vines, etc.)
- New curtains to match refreshed color scheme

# Waiting Room



- Sometimes friends come together to the closet to support each other
- We can have two chairs and a table to wait for the person in the dressing room
  - Career Peers can use this area to wait on them too
- We can also add art and a plant



# Staff Space



- For use by Career Peers or other staff
- Include cabinets/tables stocked with clothing repair supplies, cleaning supplies, steamer, etc.
- Add a rack to store clothes on after student dressing room visits
- Store laundry bin in this space as well

# Size Charts

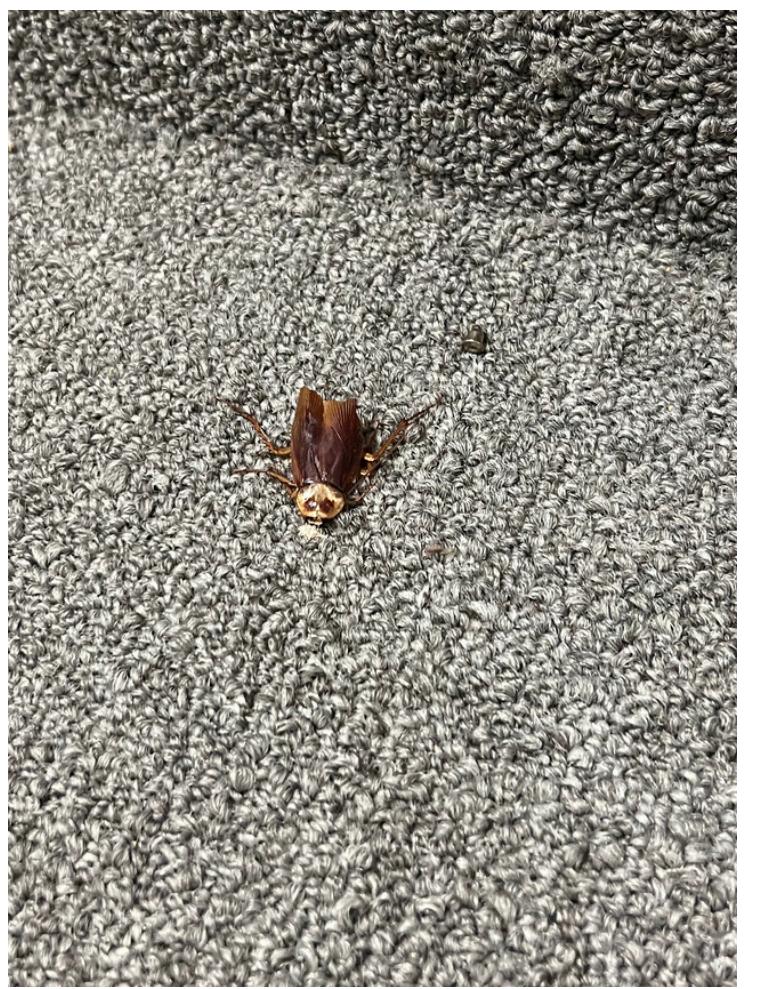
- Many students are used to certain sizes (e.g. S, M, L) and do not know what their size is in numbers
- There may even be donations that have Euro sizes
- Pasting size charts throughout the closet would improve efficiency

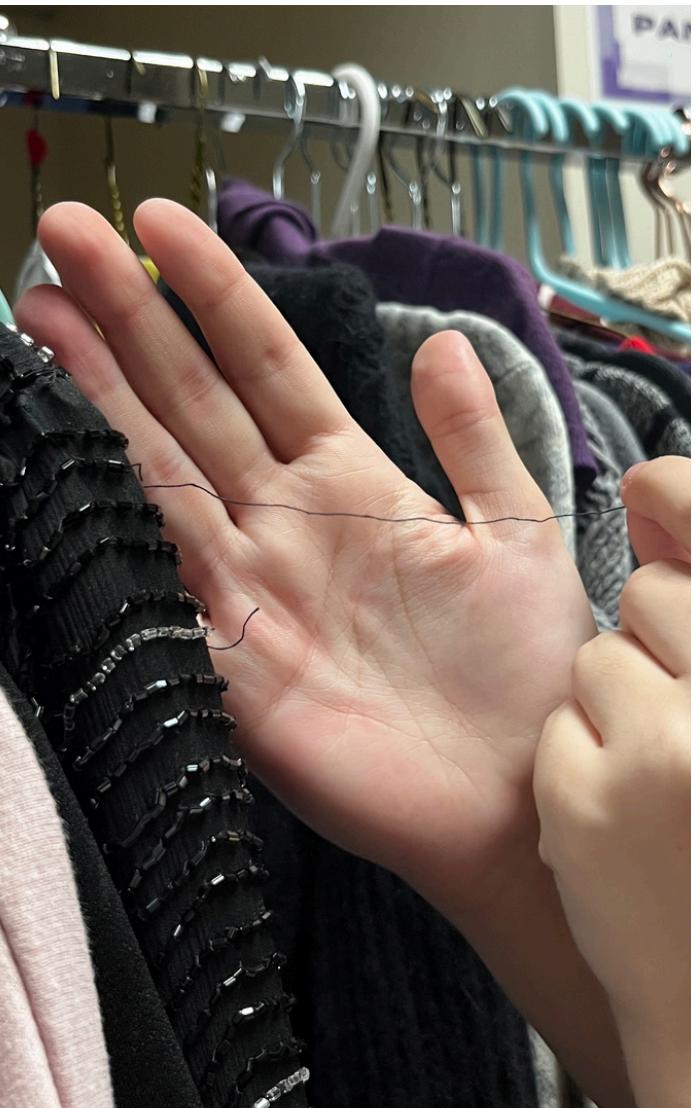
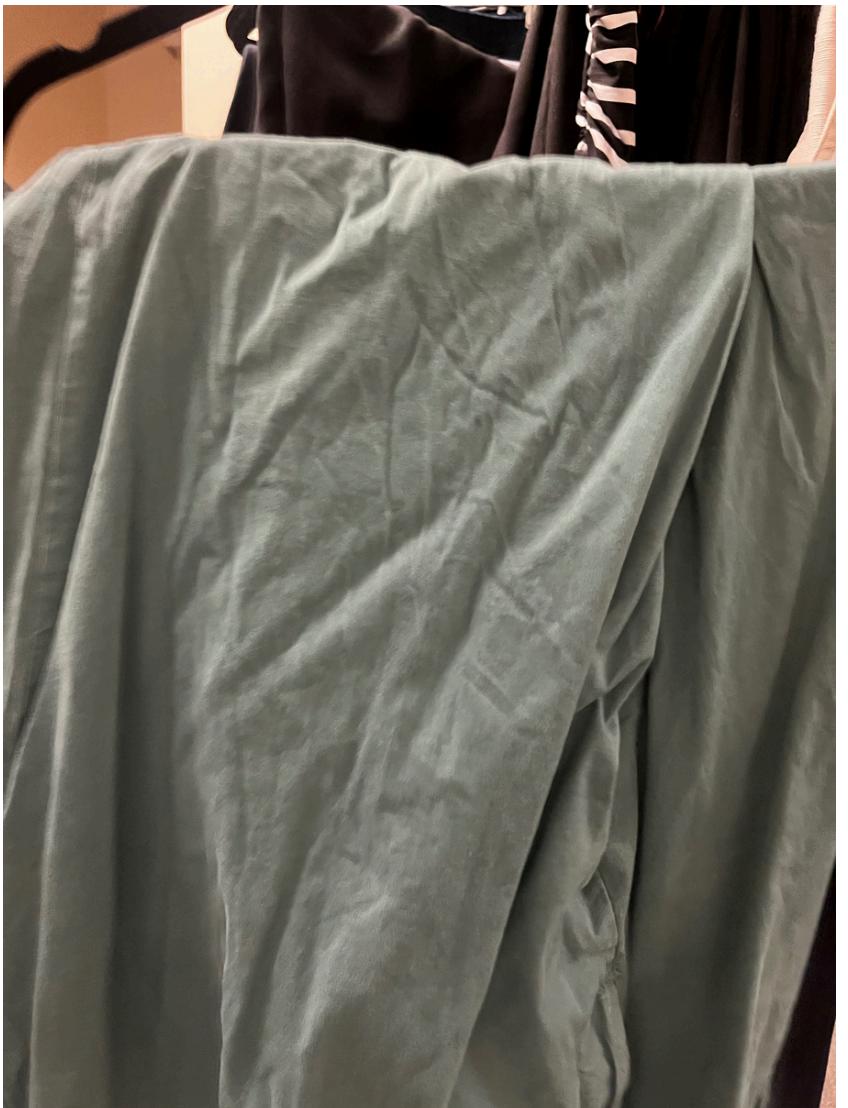
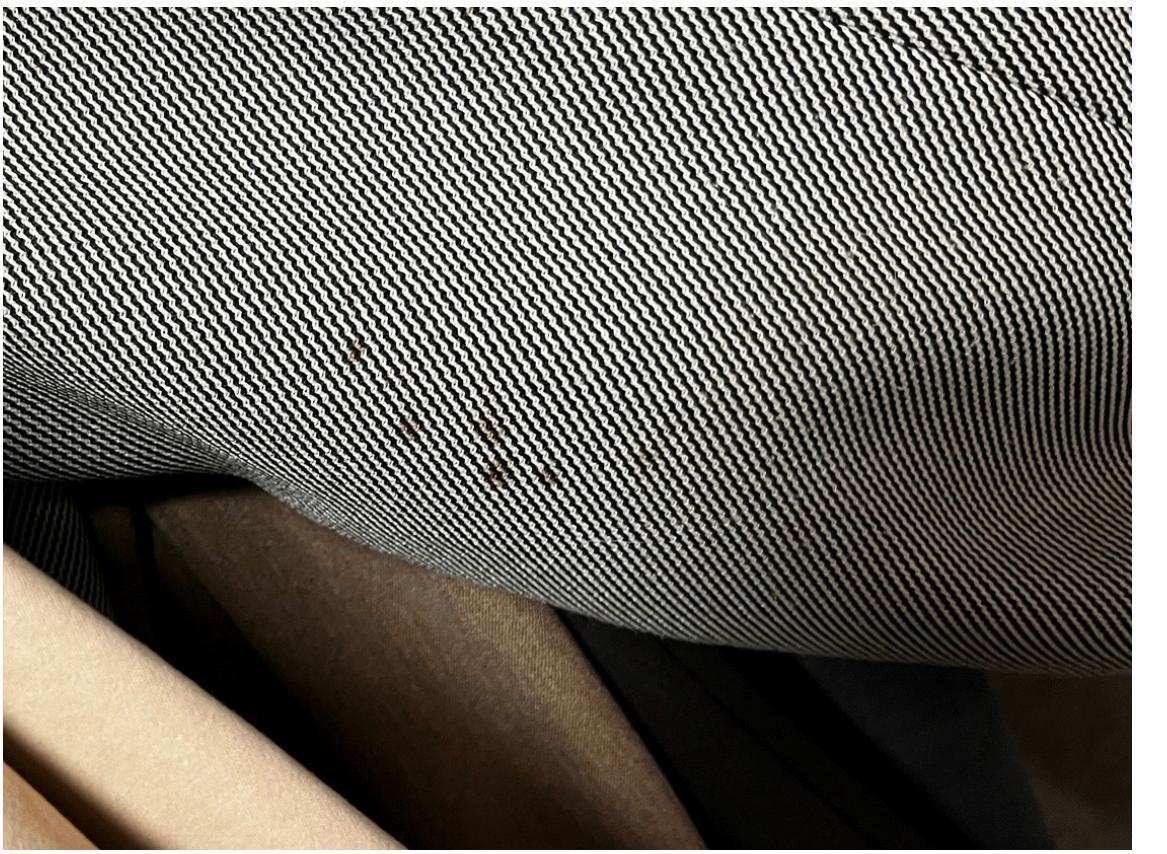
SIZES	US / Canada	Euro
XS	2	30
S	4-6	32-34
M	8-10	36-38
L	12-14	40-42
XL	16	44
2XL	18	46
3XL	20	48

# Style Lookbook

- Create flyers with information about and examples of each type of professional dress (business casual, business formal, etc.)
- Put together a binder containing the flyers and an inspiration lookbook for each style. Stored in the waiting room and online







# Upkeep Rotation



## Quality Checks

Checking for stains, loose threads, smells, etc. of clothing items to move to laundry pile

## Vacuuming

Removing excess dust and dirt while making sure all clothing items are on their designated rack and not the floor

## Cleaning Clothes

Washing and ironing clothing items that were recently donated or were flagged from quality checks

## Item Inventory

Add newly donated clothes and review existing inventory to ensure accurate availability

# Social Media and Marketing

01

Instagram  
Catalogue  
Account

02

Main  
Instagram  
Account

03

Linktree for  
More  
Resources



scottieclosetcatalog

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**scottieclosetcatalog** Ralph Lauren Blazer (Blue with White Pinstripes). Size Small #scottieclosetsmall #scottieclosetblazers

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**scottieclosetcatalog** Preston & York Skirt-Suit (Yellow). Size 8. #scottiecloset8 #scottieclosets #scottieclosetdresses #scottieclosetjackets

[View all comments](#)

# SoS closet Catalog

- Separate Instagram account to display catalog
  - Consistent photographs of each piece (front and back)
  - We can easily edit each photo with Canva to remove the background and add a particular color instead
- Unique hashtags to organize posts by size and clothing style
- Posts can be edited to add pictures of clothes being modeled and temporarily archived when checked-out



# Main Instagram Account

## Awareness of Closet

Greater social media presence can increase awareness of the resource.

## Encourage Donations

We can encourage both students and alumni to contribute with donations.

## Promote Events

Social media can be used to promote events more.

## Outfit Ideas

Social media posts can give examples of outfits from items in the SOS Closet, which would help students who do not know to create a professional outfit.



# Linktree

- Each bullet point below represents a link on the Linktree in the Instagram bios:
  - Main SOS Closet Instagram Handle
  - SOS Closet Catalogue Instagram Handle
  - CEC Instagram handle
  - Style Lookbook
  - Size Chart Resource
  - Career Peer Appointment Link
  - Donation Google Form Link



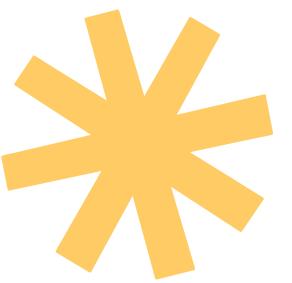
# Respecting the Space

- Have more clear signs in front of the different entrances
  - Indicate “Career Peer Appointment Only”
  - Indicate supervision of space
- Color coordination and cleanliness will promote better respect and care for the space
- Have cameras (fake or real)
  - Supported by the Hawthorne Effect, a concept in psychology





# Cameras



OR



Utilize actual Ring cameras to monitor space

Purchase fake cameras to give the illusion of video monitoring



# Easier Donation Process

- Use Google Form as a link accessible on Instagram for both students and alumni
- Designated donation drop off space at the sample closet
- More encouragement for students to donate
- Social media can promote donations

# Tracker

	A	B	C	D	E
1	Clothing Item (Item Type, Brand, Colors, Size)	Name	Check-out Date	Contact Information	
2	Blue and white blazer ralph lauren small	Sarah Cass	10-28-2024	cass123@agnesscott.edu / 678-390-9009	
3	Yellow Jessica Simpson Medium dress	Olivia Burmington	11-01-2024	burmington992@agnesscott.edu / 420-002-2390	
4	Black size 6 Nordstrom dress pants	Max Polic	11-02-2024	polic231@agnesscott.edu	
5	Preston & York yellow skirt and jacket size 8	Jordan Simmers	11-04-2024	simmers882@agnesscott.edu	
6	ann taylor blue blouse large	Andrea Gonzalez	11-04-2024	gonzalez423@agnesscott.edu / 902-323-3231	
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# Tracking System

- Use Career Peer Google Sheets instead of Google Forms to track checked-out items
- After every SOS Closet appointment, the Career Peer would write:
  - Description of clothing item
  - Name of student checking it out
  - Date of check-out
  - Student's contact information
- Email/text reminders about returning clothing
- Remove item from Google Sheets after checked back in





# QUESTIONS?