

EXHIBIT 7.2. Try It! Organize Your Space

Decide how you are going to break down your space into smaller segments in order to keep you from becoming overwhelmed. List those areas here beginning with the easiest:

On your own or with the help of a friend or professional, create a specific plan for organizing your space. If it is a closet, perhaps you would like to separate types of clothing (blouses, pants, skirts, etc.) and create an area for shoes. For a desk, perhaps you need an inbox and outbox, and a place to store office supplies. Describe your vision for your space below:

Draw a picture of what you would like the space to look like when you have completed it.

Now, decide which rules you are going to apply when organizing this space (e.g., “keep, throw, or donate,” photographs, pick a spot, using a timer). Be creative—feel free to make up your own rules in addition to the ones in this chapter. Write them here as they relate to this particular space:

Rule: _____	Application: _____
Rule: _____	Application: _____
Rule: _____	Application: _____
Rule: _____	Application: _____
Rule: _____	Application: _____
Rule: _____	Application: _____

Congratulations! You are on your way toward creating a functional and organized space! As you begin to follow through with your plan, remember to work for small periods of time so as not to become overwhelmed or distracted. And don't forget to take a photo of your final product to showcase as evidence that, yes, you can be organized!