

GETTING ORGANIZED TO LIVE. BETTER.

The personal value of being organized

We strive to adopt a common organizing language.

If we all speak the same language, understanding improves, collaboration gets easier, relationships become smoother, life is simpler.

1

ORGANIZING IS NATURAL

People have always categorized and organized ideas and things to survive. Obeying this instinct means easing your mind.

2

ORGANIZING IS SIMPLIFYING

Today more than ever, people are called on to process information and make decisions, complex tasks that need managing. Organization is key to carrying them out effectively.

3

ORGANIZING IS HAVING AN IMPACT

Organizational skills impact [your] quality of life and work, allows you to save time and money, and to enjoy fulfilling relationships, improving your level of wellbeing.

4

ORGANIZING IS RESPECTING

Being organized helps you look after other people's resources, honor your commitments and earn trust.

5

ORGANIZING IS BEING RESPONSIBLE

Getting organized makes it easier to make arrangements you will be able to deliver on.

6

ORGANIZING IS AN OPPORTUNITY

Managing your resources in an organized manner helps you focus on what really matters and allows you to seize opportunities as they arise.

7

ORGANIZING IS BEING FREE

Organized time, space and resource management helps you live more nimbly by freeing your talents and allowing your imagination to soar.

8

ORGANIZING IS BEING AWARE

Being organized allows you to focus on situations and people. You enjoy the moment, It is easier to listen to and heed your inner voice once you are calm and quiet.

9

ORGANIZING IS A STRATEGY

Getting organized means being active vs reactive.

10

ORGANIZING IS...

What does it mean to you?