INCREASED CONCENTRATION
SUPPORTING ARTICLE: https://unclutterer.com/2011/03/29/scientists-find-physical-clutter-negatively-affects-your-ability-to-focus-process-information/

INCREASED CREATIVITY
SUPPORTING ARTICLE: http://thewritelife.com/messy-desk-hurting-writing-career-heres-fix/#.bi1qdah:oBCa

HOW TO Live Simply
BY DECLUTTERING, ORGANIZING, AND SIMPLIFYING YOUR SURROUNDINGS.

BENEFITS OF BEING ORGANIZED

- PHYSICAL CLUTTER IN YOUR SURROUNDINGS COMPETES FOR YOUR ATTENTION, resulting in decreased performance and increased stress.
- MULTIPLE STIMULI COMPETE FOR YOUR ATTENTION, preventing you the ability to think clearly and creatively.

OUT OF ORGANIZED ASTEFUL REALITY

TIPS & HABITS ON HOW TO ORGANIZE YOUR LIFE

- MAKE EASY-TO-ACCESS STORAGE SPACES FOR THINGS YOU USE ALL THE TIME, AND DON’T LET YOUR STORAGE SPACES GET CLUTTERED. BE CREATIVE ABOUT FINDING PLACES FOR THINGS.
- AS A BIG NO: NEVER LABEL A STORAGE SPACE AS “MISCELLANEOUS”!
- FIND TIME EACH WEEK TO ORGANIZE. HIGHLY ORGANIZED PEOPLE MAKE SURE THEY FIND TIME EVERY WEEK, OR MORE, TO ORGANIZE THEIR THINGS. STUFF DOES NOT STAY ORGANIZED ON ITS OWN; IT NEEDS TO BE REORGANIZED CONTINUOUSLY AND CONSISTENTLY.
- KEEP ONLY WHAT YOU NEED. PEOPLE WHO LIVE ORGANIZED LIVES ONLY KEEP WHAT THEY NEED AND WHAT THEY REALLY REALLY WANT. HAVING FEWER THINGS ALSO MEANS THAT YOU ENJOY THOSE THINGS MORE AND FEEL BETTER ABOUT USING EVERYTHING YOU OWN, RATHER THAN LETTING HALF OF WHAT YOU OWN COLLECT DUST.
- KNOW WHERE TO DISCARD ITEMS. LESS STUFF MEANS LESS CLUTTER. DONATE THINGS YOU HAVEN’T USED IN OVER A YEAR TO THRIFT STORES AND CLOTHING DRIVES. SELL ITEMS ON CRAIGSLIST, EBAY, OR LIST THEM ON YOUR APARTMENT COMMUNITY’S CLASSIFIEDS.
- SLEEP BETTER
SOURCE: https://aasm.org/people-at-risk-of-hoarding-disorder-may-have-serious-complaints-about-sleep/
- BOOST YOUR MOOD
SOURCE https://www.houselogic.com/organize-maintain/cleaning-decluttering/clutter-depression/

TIPS & HABITS ON HOW TO ORGANIZE YOUR LIFE

 affectionately known as the "art of living deliberately," the practice of getting rid of clutter and focusing on what's truly important can actually improve your quality of life. in this blog post, we'll explore some of the benefits of decluttering, as well as tips and habits for organizing your life.

benefits of decluttering

1. increased concentration
increase your focus and attentiveness by getting rid of unnecessary clutter.

2. increased creativity
reduce distractions and free up mental space for new ideas.

3. improved sleep
reduce stress and improve the quality of your sleep.

4. reduced stress
let go of unnecessary possessions and prioritize what truly matters.

5. increased productivity
organize your space to optimize your workflow.

6. increased energy
clear out the clutter to boost your productivity and enable you to accomplish more.

7. increased self-esteem
show your loved ones how much you care by decluttering your home.

8. increased happiness
spend less time and money on material possessions and focus on what truly matters.

9. increased health
reduce the risk of health problems associated with clutter.

10. increased efficiency
organize your space to optimize your workflow.

tips and habits for organizing your life

1. create a designated space for each item
organize your space by creating a designated space for each item.

2. use storage solutions
use storage solutions to keep your space organized.

3. regularly purge
regularly purge items that you no longer need or use.

4. invest in quality storage
invest in quality storage to keep your space organized.

5. use labels
use labels to make it easy to find what you need.

6. create a system for electronic files
create a system for electronic files to keep your digital life organized.

7. simplify
simplify your life by decluttering and focusing on what's truly important.

8. prioritize
prioritize your tasks and focus on the most important ones.

9. set goals
set goals to guide your actions and keep you on track.

10. celebrate
celebrate your achievements and the progress you've made.

sources

- https://aasm.org/people-at-risk-of-hoarding-disorder-may-have-serious-complaints-about-sleep/
- https://www.houselogic.com/organize-maintain/cleaning-decluttering/clutter-depression/
- https://www.lifehack.org/articles/productivity/how-organize-your-life-10-habits-really-organized-people.html
- support for self-guided training
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