



Let us help you get your *dhucks* in a row...

Tips & Tricks

July 2009

Welcome to *Dhucks' Tips & Tricks*

Yes, I'm still organizing

Thanks to everyone who asked if I was still going to be writing *Tips & Tricks*. YES -- I will continue to send *Tips & Tricks* each month and share organizing ideas with you.

I haven't given up my organizing side of Dhucks, I've just expanded my definition of clutter and how I can help you clear away your clutter.

My definition of clutter is *anything that gets in your way*.

- Your desk might be cluttered with papers that you forget you have, can't find when you need or don't know what to do with.
- Your closet might be cluttered with past lives and future dreams but not much space for the life you live today.
- Your schedule might be cluttered with tasks and to-dos that leave no time for you or what's important to you.
- Your mind might be cluttered with fears, uncertainties and doubts
- Your body might be cluttered with poor habits or excess weight.
- Your life might be cluttered with actions and behaviors that aren't getting you where you want to go.

Here's the thing, clutter and disorganization is rarely just about the physical things that are overflowing your space and time. It's not about laziness, it's not a character flaw, but rather life and events overtaking you. An event (negative or positive) can tip the scales for you and begin the slide into disorganization. A new job, a wedding, a divorce, a new baby, or a death can temporarily throw your *normal* routine off and slowly over time things begin to pile up.

Disorganization can also be a chronic condition, long term disorganization that interferes with the quality of your life, and this has many possible causes. Again it's not laziness or a character flaw. It may be the system you were taught (or not taught) doesn't work for how you process information. It may be that you have a condition or an injury that makes focusing on the boring aspects of filing papers all but impossible. It may be that you are trying to do too much or using the wrong tools. It may be that your life has changed but your habits haven't. My goal for *Tips & Tricks* (and as an organizer and a coach) is to offer suggestions and options around those challenges to help you create the life and space you want.

If you want more information about chronic disorganization go to [National Study Group on Chronic Disorganization \(NSGCD\)](#). I joined as a Professional Organizer and have taken some great classes on working with clients that may have chronic disorganization and/or Attention-Deficit / Hyperactivity Disorder (ADHD) and I've received my [Level I - Certificate of Study in Chronic Disorganization and Certificate of Study in Basic ADD Issues](#). I want to sit for the general exam in October to receive my Level II - Chronic Disorganization Specialist Certificate. Send me positive thoughts.

What all this means is that I keep learning about ways that can support you more effectively. And you don't have to be chronically disorganized to use these ideas. Some of the greatest tips that I've learned in order to help individuals with ADHD were also great solutions for myself (and usually a bit more interesting and fun) and I've passed them on to you.

So my intention to focus on health and happiness includes organizing and *Tips & Tricks*. Next month if everything (including technology) goes smoothly, you will see a different look with some added bits of useful information. I'm taking this next step with my newsletter because, thankfully, it is beginning to outgrow my current email server ability. It will still be from dhucks@dhucks.com, just look a bit different and have more capability.

Shawndra

There are no wrong choices; there are only different choices.
~Susan Jeffers



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