



# 10 Things You Must Know About Organizing With ADHD





# Hello & Welcome!

Thank you for downloading “The Ten Things You Must Know About Organizing” guide.

Organizing anything with ADHD can be difficult, but it’s not impossible.

The first step is understanding that organization is not about perfection or having a picture-perfect home.

This guide dispels some of the myths you may believe about organizing. My hope is that this guide will help you set more realistic goals for successfully organizing with ADHD.

Thank you for your time and attention,

*Nikki Kinzer*

Founder of Take Control ADHD



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# Organizing With ADHD

*Let's face it, what we know about  
Organizing with ADHD isn't great!*

## **Here's what organizing with ADHD really looks like:**

- ✓ It's not easy. It's overwhelming and leaves us circling around our clutter without getting anything done.
- ✓ You can't find what you need when you need it. When you're searching, you typically leave more piles behind.
- ✓ The worst part is the shame and embarrassment you feel—wondering why everyone else can do this, but you can't.

## **Well, I have some good news for you...**

*It is possible to organize with ADHD, but there are some key factors you need to know about first!*

### **1 Organizing is not what you see in magazines**

What you see in magazine photos is not what it means to be organized. If this is what you believe, you may be thinking, "what's the point? My house is never going to look this way".

We don't want it to look this way! Those photos are not images of real homes. Do not set this expectation for yourself.

Organization is about finding what you need, when you need it.



## 2 Organizing doesn't ALWAYS have to be overwhelming

What? Really? Yes, it's true! I want to be honest, organizing with ADHD is overwhelming, but it doesn't always have to be this way if you do some preparation ahead of time.

*Does this sound familiar?*

"I want my home organized and I'm going to tackle it this weekend."

This statement is going to set you up for major overwhelm once you decide to get started. In fact, you may decide to do nothing at all. One thing I know for sure, the avoidance strategy never works!

*Here's what works:*

T the project of getting your entire home organized and break down the project into manageable pieces.

The first step is to choose one small space to start. Begin with letting go of what you no longer need or want. Make easy decisions first. When you are more methodical with your organizing efforts, you will see progress faster.

## 3 Organizing is hard to do alone

If you are having a hard time breaking down your organizing projects, you are not alone. I suggest getting help, because organizing with ADHD by yourself is very stressful.

Hire a professional organizer who specializes in ADHD or an ADHD Coach to help you. If you can't afford a professional, enlist a friend or a family member to help you. When you have the right support around you, you begin to see change.



#### **4 Organizing takes MORE time than you expect**

You may already know this, but it's important to accept that organizing takes more time for you to do. Even more important is not to beat yourself up over it.

It's easy to think "it shouldn't take this long", but this is not a true statement.

There is no "should" when it comes to how long organizing a space will take. It will take the time it needs to take, with no shame or judgement. Focus on the progress being made.

To be more efficient in your organizing efforts, work when you feel your best. You will accomplish far more when you do it this way. When you feel good, you do good!

#### **5 If you want to FINISH your space, keep the project in front of you**

How many times have you started to organize a space, only to leave it and it never gets finished? Probably more times than we want to admit!

**ADHD gets in the way of organizing efforts.**

Distractions happen and they will take you away from your project. Most likely, it will take more than one work session to get a space purged, sorted and organized.

How are you going to remember to go back to the space?

Use your alarms, reminders, sticky notes—anything that will trigger your memory. Remind yourself that this project is important and there is work to be done.

Make this project a priority and keep it in front of you. Don't give up on it until you feel it's completed.



## 6 **Organization = Finding What You Need When You Need It**

I already mentioned this once, and I'm going to do it again, because it's important! How do you get to a place where you can find what you need, when you need it?

By making sure...

**For everything, there is a place!**

Every item in your home needs a place to live; place to go when not in use and a place to return to after it's been used.

Most clutter is items that have not been given a home. If you can remember this core organizing concept, you will start seeing a more organized house. Begin by creating areas in your house where you always place your keys, bills, shoes, etc

## 7 **Organize the way YOU think**

When you read about organizing tips and strategies, it's easy to fall into the trap of thinking there is only one way to do this correctly.

**This isn't true with ADHD.** There are many ways to make something work, as long as you are willing to practice and adjust when needed.

It doesn't matter what makes sense to someone else. The only thing that matters is that it makes sense to you.

## 8 **Your space will NOT stay organized and IT IS frustrating**

Organizing is like cleaning: you can't expect to only clean your house once and never again. It's the same with organizing your space.

Items get used and they don't always get back to where they belong. But the good news is, once you've done the initial work to purge and sort, it makes it much easier to put items away.



## 9 You will **STILL LOSE** things but **LESS OFTEN**

Again, acceptance of your ADHD is needed here. Things will get lost. You will get distracted, put something down, and won't be able to remember where it is.

But you will see this happen less often—especially when you have routines built around certain objects (*like keys!*). You may not get them into the bowl every single time, but it does happen more often than not, and that is success!

A good sense of humor and a supporting family also goes a long way!

## 10 It is possible to organize in your own way

It doesn't always feel like it's possible to organize when you're standing in a middle of a room filled with clutter. However, when you have a plan in place, outside support and the right mindset, you can do it!

Always keep in mind: being organized is about finding what you need, when you need it, it's not about perfection.

You can have piles and be organized. You can leave your favorite dishes on the counter if this means you can find them easier. It doesn't matter what other people do. It only matters what works best for you!

I hope this helps you approach organizing with ADHD from a different point-of-view. Don't leave the scene of your clutter without taking at least ONE Action Step from this download.

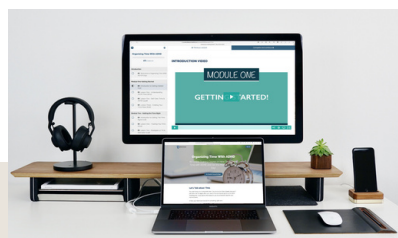
If you want more information about organizing and other ADHD related topics, please check out our podcast, *Taking Control: The ADHD Podcast*.

Thank you for your time and attention!



## Do You Want To Learn More About Organizing With ADHD? We can help!

### Organizing Space Your Way ONLINE COURSE



In Organizing Space Your Way, Nikki shows you how to break down the project of organizing into steps that are clear, manageable and much less overwhelming than you've ever experienced.

In our time together, we're going to work on one space in your home. Using that space as our model, we will explore each step of the organizing process.

#### What you can expect:

- Over three hours of tutorial videos carefully describing each step of the process.
- Transcripts of all of the video material to help you cement new concepts and review easily.
- A library of downloads: organizing checklists and forms, designed to make sure you don't miss a step and develop new, more efficient organizing habits.

To learn more about Take Control ADHD, please visit [takecontroladhd.com](https://takecontroladhd.com)



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