Avoid These Organization Mistakes

There’s a lot of helpful tips you can use to become more organized. However, did you know there’s also a lot of mistakes you could potentially make along the way too?

Even with the best intentions, it’s easy to make mistakes when you’re learning to become more organized. So, to help ensure you avoid them, below you’ll discover some of the most common organization mistakes.

Not having a clear starting point

Once you’ve made the decision to become a more organized person, the first obstacle you’re going to face is knowing where to start. If your whole life is unorganized then it can quickly become overwhelming deciding where to start your new organization techniques.

While it can be tough finding a starting point, it is crucial that you do so. This is because if you just start randomly organizing things, you’re not going to see much progress and it’s also going to cause you quite a lot of stress.

So, say you’re trying to organize the home. If all of the rooms are a mess, you’re going to want to start by focusing on the rooms you spend the most time in. Then, once they are organized, you can move on to the rooms you use less often. Having a starting point really helps to keep you motivated, as well as more organized.

Over-categorizing everything

A common mistake people make when they do try to organize the home or office, is over-categorizing everything. This means, making your organization a little too specific.

It may seem like a good idea having as many categories as possible. However, what this actually does is make it much more difficult to keep up with the system. This means at some point in the not too distant future, you’re going to revert back to throwing items in any old category. So, do categorize things, but don’t over-categorize them!

Failing to declutter before organizing things

If you’re trying to clean up and create a more organized space, it’s vital you first spend time de-cluttering everything. This is because, if you don’t de-clutter, you could end up organizing things which actually need to be thrown out. This is just a waste of time and effort.

So, before you start, do a sweep of the room and decide what needs to be kept and what needs to be thrown away. Once you’re left with only the things you’re keeping, it’s then you can start organizing them into appropriate spaces.

Adopting the “Just for now” mindset

When you first start to become more organized, you have a powerful motivation. This ensures you stick to it for a set time period. However, like everything, that motivation can waiver. This is especially true if you’ve been living in an unorganized manner for many years!

When that motivation does go, you’re going to find it really tempting to adopt the “just for now” mindset. This means, failing to keep up with your organization by telling yourself something along the lines of “just for now, this will be ok here”. It’s like a loophole where you tell yourself you’ll put something in its right place in a little while. The reality is, you won’t!

So, if you catch yourself adopting this mindset, stop it! To be organized, you have to be consistent.

Not maintaining the system

This one follows on from the mistake above. Once you’ve got everything more organized, you’re going to need to maintain it. This means setting aside time to repeat the steps you’ve taken.

It could be setting 10 minutes aside in the morning or the evening to ensure things are in their appropriate places. The key is to find a system which works for you and to stick to it. You can’t expect to get everything organized and then it magically stays that way. As with everything in life, you get out of organization what you put in.

There are a lot of mistakes you can make along the way. However, as you can see, there are ways to avoid these common organizational mistakes. The above are just some of the ones you’re likely to come across when you make a start.