

Organization: Rating Scale

Organization is being able to locate what is needed, keeping track of belongings and ensuring things are put away responsibly, ready for the next use. Having organized space and belongings.



- 1.) Rate yourself on each of the organization skills listed.
- 2.) Circle the ones you feel you could improve upon.

Write a goal about how you could improve your ability to be more organized, be specific and indicate the strategies you could use in the box to the right.

- 1** Agree **2** Somewhat Agree **3** Disagree

_____ My desk, back pack and personal space are free of clutter and are organized

_____ I am organized with my belongings

_____ I keep track of deadlines and important reminders

_____ I use checklists and/or planners to help organize myself

_____ Use strategies to multi-task and follow multi step directions

_____ I always put things away properly

_____ Everything has it's spot and I can easily find things

_____ Other: