FACT SHEET

Why Organization Systems Stop Working

Creating a system and maintaining a system are different demands

The hidden maintenance cost

A system can be beautiful and still ask too much of you every time you use it.

If putting something away requires six steps while dropping it on a table takes one, the easier action often wins.

Reduce the steps

- store things where you actually use them
- use open bins when lids create friction
- use fewer categories
- make important items visible
- put storage where things naturally pile up

Questions to ask

- Can I remove a step?
- Does this need a lid?
- Do I need this many categories?
- Can I see what is inside?
- Can I reset this in five minutes instead of waiting for a large cleanup?

Design for real life

A system needs to work when you are tired, rushed, distracted, or busy - not only when you are setting it up.

If a system keeps failing, redesign the system before deciding you are the problem.