



## ADHD Webinar

# ADD-Friendly Ways to Organize Your Life in the Era of Endless

2013 ADHD Awareness Webinars

**(Type your questions in the box to the right.)**

## Judith Kolberg

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Judith Kolberg is credited with launching the field of professional organizing dedicated to addressing the needs of individuals who are chronically disorganized (CD). Her innovative methods have made organizing breakthroughs for adults with ADHD, CDers, and compulsive hoarders. Her book, *ADD-Friendly Ways to Organize Your Life*, co-authored with Dr. Kathleen Nadeau, Ph.D., was a finalist in the Best Organizing Book category of the Los Angeles Organizing Awards in 2011.

Judith began FileHeads Professional Organizers in 1989 and founded the precursor to the ICD, the National Study Group on Chronic Disorganization, in 1990. Her organizing business is based in Atlanta, Georgia.

[www.squallpress.net](http://www.squallpress.net) [www.fileheads.net](http://www.fileheads.net)

# ADD-Friendly Ways to Get Organized in the Era of Endless

- ▶ We live in the Era of Endless, confronted by infinite information, incessant interruptions, constant distractions, unending work, and boundless stuff. All this endlessness butts up against the one thing that remains finite: time. Here are specific tips for ADD adults to get organized.

# ENDLESS INFORMATION

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- ▶ **New Stopping Points**
  - ▶ Stop when the amount of information is in proportion to its importance or consequence
  - ▶ Become a great pointer
  
- ▶ **Information Capture (“write it down”)**
  - ▶ Record it
  - ▶ Convert it
  - ▶ Print it

# ENDLESS DISTRACTIONS

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- ▶ Create a Meaning Reservoir
- ▶ Close Before You Open
- ▶ Grab an Artifact

# ENDLESS WORK

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- ▶ **Avoid Procrastination**
- ▶ **Invest Yourself in the Outcome**
- ▶ **Schedule the Task**
- ▶ **Do Different Tasks in Different Places**

## RESOURCES

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- ▶ *Getting Organized in the Era of Endless*
  - ▶ Available at 10% off from [www.squallpress.net](http://www.squallpress.net)
  - ▶ At the shopping cart, enter promo code “Era10%Off”
  
- ▶ *ADD-Friendly Ways to Organize Your Life*
  - ▶ Available at 10% off from [www.squallpress.net](http://www.squallpress.net)
  - ▶ At the shopping cart, enter promo code “ADD10%Off”
  
- ▶ Both books are also available at [www.amazon.com](http://www.amazon.com)



# RESOURCES

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## ▶ Helpful Websites and Apps

▶ [www.jott.com](http://www.jott.com)

▶ [www.instacorder.com](http://www.instacorder.com)

▶ [www.textospeech.com](http://www.textospeech.com)

▶ [www.smsbackup.com](http://www.smsbackup.com)

▶ [www.treasuremytext.com](http://www.treasuremytext.com)



## RESOURCES

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- ▶ To hire a professional organizer with a specialty in ADD, contact the Institute for Challenging Disorganization at [www.challengingdisorganization.com](http://www.challengingdisorganization.com)

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# Questions?

Please enter your questions for Judith Kolberg in the box to your right.



Please note: Attendance and all questions are confidential.

None of the attendees of today's webinar can see the names of other attendees nor can they see the questions being submitted.

Only the moderator of the webinar will see your questions.

ADDitude does not provide medical advice, diagnosis, or treatment. The material in this webinar is provided for educational purposes only.

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## ▶ Upcoming Webinar Dates

- ▶ June 4, 2013 - Midlife ADHD Diagnosis in Women: Meet the Challenges, Unlock Your Potential, Find Happiness with Zoë Kessler
- ▶ June 11, 2013 - How to Manage Comorbid Conditions That Come Along with ADHD with Larry Silver, M.D.
- ▶ [www.additudemag.com/webinars](http://www.additudemag.com/webinars)



# Thank You!

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[www.addconnect.com](http://www.addconnect.com)