

## Organization by STYLE

“Access styles describe how people access (i.e., retrieve) stored information and how people organize their thoughts.”

Style	Backpacks	Planners	Binders	Folders	Notebooks	Work Space	Locker/Cubby
<i>Visual</i>	-Colorful Looking Backpack	-Vibrant outside color -Color inside but not so much it's distracting	- Separate binder for each subject	-Zipper Binder	-Single subject spiral	- All essential items within view -minimize non-essential visual distractions -Minimal drawer space -No working in bed!	- At end of row -Furthest away from visual distractions
<b>Spatial/Cozy</b>	-Must be able to move arms while wearing it -Padding in the back part	-Week display on a 2 page spread -Smaller size	- Single binder system	-Bi-Fold	-3 subject spiral	-All essential items within reach -Room for movement -L-shaped or long desks -Open file cabinets on wheels -May be productive or like working in bed	-At top (cubby) or end of row for more elbow room and space to move
<b>CHRONOLOGICAL/SEQUENTIAL</b>	-Inside compartments	-Week display on a 2 page spread -Smaller size	- Single binder system with subjects in a sequential list	-Accordion file	-Single subject spiral to fit in notebook	-Will set things up in order that makes sense to them -Stackable containers, labels, mesh trays -Lots of desk space -Just want an area where electronics and “stuff” can be accessed	-Closest to class or desk so to minimize time needed to move between

