



## Recommended Reading

The Organizing Cheerleader - The Busy Person's Guide To Getting and Staying Organized. (DVD).

By Karen L. Kenney

Organized to be the Best

By Susan Silver

Organizing from the Inside Out

By Julie Morgenstern

Time Management from the Inside Out

By Julie Morgenstern

The 7 Habits of Highly Effective People

By Stephen Covey

First Things First

By Steven Covey

Organize Your Home

By Ronni Eisenberg with Kate Kelly

Organize Your Office

By Ronni Eisenberg with Kate Kelly

**OrganizingWORKS!**

Karen L. Kenney

"Your Professional Organizer"

[www.organizingworks.net](http://www.organizingworks.net)

[Karen@organizingworks.net](mailto:Karen@organizingworks.net)

781-275-8915

