



Reading List: Organizational Skills

1. **Organizing from the Inside Out: The Foolproof Way to Organize Your Home, Your Office and Your Life** by Julie Morgenstern
2. **Organizing for Teens from the Inside Out: The Foolproof Way to Organize Your Room, Your Time and Your Life** by Julie Morgenstern
3. **Time Management from the Inside Out: The Foolproof System for Taking Control of Your Schedule and Your Life** by Julie Morgenstern