



Hello,

Welcome 2012!!!

How is your 2012 going so far? Is your New Year resolution in full effect? How about those goals that you want to accomplish in 2012?

Well, if you haven't started yet or are already falling behind, get your 2012 going in the right direction by reading below the two great articles on Photo Organizing and New Year Organizing. 2012 is your year to cherish those photos and to get organized!

Thank you,

Christie Gelsomino

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Do you have photos spilling out of shoeboxes, cluttering up closets, or crumbling in the attic? Now is the perfect time to get your collection under control with the following simple process. Recognize that it will take some time - especially if you have decades' worth of photos to organize - but with regular maintenance, your collection will offer a lifetime of enjoyment for you

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and your family.

(Please note that this article details the first steps to take before tackling any scrapbooking project, but scrapbooking need not be the end result. Creating albums is not for everyone, as it can be time-consuming, expensive, and even frustrating. So just try the easy organizing process listed below and see what happens!)

**1: Think of the goal.** Before you begin, recognize why you are starting this process. Perhaps it's to preserve and share memories. Or maybe you just want to eliminate those scattered piles of photos and negatives once and for all. Whatever your reasons, keep them in mind throughout the organization process.

**2: Gather photos in one place.** The first step to creating an organized collection is to gather the photos all in one place. Check everywhere for hidden photos - attics, basements, files, closets, under the beds, and in current non-archival albums. Decide on a large, central work surface, such as the dining room table or an out-of-the-way floor. You'll want a space that will be undisturbed so you won't feel rushed to finish.

**3: Sort the photos.** This is the part that will take the longest, but it goes quickly once you set up your system. The most common way to sort is chronologically. This works well for most people because our minds tend to think chronologically. As you sort through the photos, place them in labeled stacks, envelopes, or boxes by year. Once sorted by year, you can go one step further and sort again by month if you desire. If narrowing down to a specific year is difficult, try just sorting the photos into decades. If you're overwhelmed by the sorting process, start with the most recent ones first and save the older ones for later.

Another way to sort is by broad category or theme. For example, you

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Christie is a Premier Member of  
the Association of Personal  
Photo Organizers.



**Resources**

might sort by events such as vacations, holidays, or weddings, or by family members or sides of the family. If you run across photos that stump you, pop them in a "mystery photo" box for later research at family reunions. Just like any organizing project, it's important to group similar objects together so you can really see what and how much you have. Once the sorting process is complete, see if you have duplicates you can toss or share with someone else. If you have 25 photos of your son's third birthday, perhaps you can share some with the grand-parents, or enlarge and frame your favorites. And remember, it's okay to toss any photos that are out of focus, dark, off-center, or that you just don't like.

Make this process as fun as possible, inviting family or friends over to help. Play some music, have some snacks (just be sure to always wash your hands before handling photos), and stop when you get tired or bored. Set a regular schedule to work on the sorting process so you don't lose steam.

4: Store them properly. You've made the time investment to sort your photos. Now make sure they're preserved for generations to come by using archival-quality storage materials. Some types of storage include photo storage boxes, accordion file boxes, 3-ring binders filled with photo sheets, and heavy-duty plastic (poly) envelopes. Your local office supply or scrapbooking store will have a variety to choose from. Whatever you choose, look for products that are acid-free, archival, lignin-free, and PVC-free. Store the photos away from light, heat, and humidity. (Basements and attics are no-nos.) Now your photos are ready for scrapbooking, or simply to enjoy as is!

5: Maintain the system. As new photos enter your home, be sure to sort and store them according to your new system.



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Thank you,

Christie Gelsomino

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Get Organized for the New Year

Is "get organized" one of your New Year's goals? This is the perfect time to make some life-improving resolutions. With proper planning, goals can help you fulfill your dreams - both big and small - in the coming year. Goal making allows you to evaluate the past and present and make impactful and meaningful decisions about the future. Here's to an organized and happy new year!

**DECIDE ON A GOAL.** The first - and sometimes hardest - step to goal making is selecting a goal. Ask yourself, "What do I really want? How can I make myself happier?" Brainstorm a bit and come up with five to ten ideas. Then select one or two to work on. The goal doesn't have to be daunting; in fact, it should be realistically attainable.

**WRITE IT DOWN.** The next step to achieving your goal is to write it down. By doing this, you are making a commitment with yourself and are more likely to follow through.

**BREAK IT DOWN.** As you write your goal, concentrate on the positive and make it specific and attainable. Instead of one big overwhelming New Year's resolution (like "I will have an organized home"), try to list a series of smaller steps that will get you there in manageable increments.

**MEASURE AND EVALUATE.** Another key to goal-keeping success is to define ways to measure your success. By enforcing deadlines, you'll force yourself to be accountable. Look at your goal in the short-term, mid-term, and long-term.

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Christie Gelsomino with  
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is adding a location to  
her services:

**Salt Lake City/Park City, Utah**



Current locations include:  
**Los Angeles, California**



and

## Eastern Nebraska

**GET HELP.** If getting organized is among your resolutions, and you feel you can't do it alone, consider contacting your local professional organizer for assistance. With the proper advice and encouragement, you'll quickly be on the right path to a more productive, less stressful year!

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Thank you,

Christie Gelsomino



**Comments**  
**Suggestions**  
**Questions**

Please Email [Christie](#)



 Forward to a Friend

**Scrapbook Tip:**  
Delete or Trash bad pictures!  
Period!

**Organization Tip:**  
Create a "Home Binder" so the whole family can easily locate: restaurant menus, event calendars and important names/numbers.

Thank you for reading this January newsletter. I truly hope you enjoyed it and gained valuable information from it. Also, feel free to pass along this newsletter to others.

**Happy Scrapbooking and  
Happy Organizing!**

Christie Gelsomino

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