

Student Checklist for Home Space Organization

Location

- ☐ Good lighting
- ☐ Quiet with minimal distractions (TV, music, phone, household activity)
- ☐ Desk or flat, hard surface with room to spread out
- ☐ Comfortable seating
- ☐ Backpack space with easy access
- ☐ Access to electrical outlets
- ☐ Space free of clutter

Supplies and Resources

- ☐ Writing instruments- pen, pencil, markers, highlighters, eraser
- ☐ Paper supply - lined loose leaf, printer paper, graph paper, post-its
- ☐ Math supplies - calculator, ruler
- ☐ Pencil sharpener
- ☐ Textbooks and resource materials
- ☐ Chromebook or other device and charger
- ☐ Organized binder
- ☐ Planner
- ☐ Wall calendar



Tips:

- ★ Try studying at the same time each day. Let your family know you are doing homework so they know to give you your space
- ★ Post a wall calendar to keep track of tests, deadlines, and other important dates
- ★ Silence your phone and sign out of social media to eliminate distractions
- ★ Each evening, repack your backpack for the next day so you're not rushing around in the morning looking for what you need
- ★ Create a filing system for papers you no longer need in your binder such as an accordion folder, a file box, or even a storage basket with file folders for each subject