

Business

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Order from chaos

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Another year has come and gone. And while some businesses have a healthy bottom line to show for it, all are sure to have file cabinets overflowing with paperwork.

But rather than just jam everything into the shredder, why not make the resolution to get more organized this year?

After all, January is “get organized month,” sponsored by the National Association of Professional Organizers.

For those business owners who can’t sort a sock drawer, much less an entire office, fear not; there are companies whose sole purpose is to keep business owners’ heads above the tide of paperwork.

Efficiency Inc., based in Boulder, has been helping corporations get organized since 1996.

“We are a information, make-money world,” said K.J. McCorry, president of the company. “It is vital we have good data and people know what to do with that data.”

In today’s high-tech marketplace, data comes in all forms, including digital, analog and audio. Often it can be overwhelming to try to deal with it all at once, and that’s where McCorry said her company’s services can help.

Efficiency has worked with large and small business, government and nonprofit organizations to simplify and streamline their operations.

“There are hundreds of hours spent each year looking for lost files, and people are missing opportunities,” McCorry said. “It’s really costly not to be organized.”

McCorry, along with 3,000 other organization companies like hers, consults with companies and helps determine how to best manage the information.



“Knowing how to deal with data and manage data to avoid re-reading saves time,” McCorry said.

Patti Meuwissen, owner of Eliminate the Clutter LLC in Windsor, helps both businesses and individuals get their homes and offices in order.

“I help set up file systems and figure out where things go. I also help them purge old things they don’t need,” Meuwissen said.

By organizing an office or home, Meuwissen said people can save time, money and restore lost space.

Margaret McDonald, owner of McDonald Wordsmith Communications in Fort Collins, said she intends to utilize Meuwissen’s services after seeing how much she helped a friend who needed to organize her garage.

“I’m moving from a small office to a bigger office and want to make sure I’m not just moving messes,” McDonald said. “It is effective and efficient to have a professional organizer bring me those ideas rather than reinvent them myself.”

McDonald is part of a large trend of business owners turning to professional organizers for help. In 2005, the National Association Professional Organizers worked with more than 90,000 clients nationwide.

While getting organized tops many people’s lists for the new year, few take the steps to follow through with it, which is what organizers are for, McCorry said.

“A professional organizer provides ongoing motivation,” McDonald said. “If you do it on your own, you might just drop the project.”

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