

Descriptions of the Organizational Categories

Environmental/spatial: the positioning of physical surroundings; the location and placement of objects.

Task planning/executing: planning and executing steps to accomplish clearly defined goals (examples: doing laundry, cleaning the bedroom, complete homework, etc.)

Events planning/executing: planning and executing an event held on a set date and time involving coordination of people, places, and things.

Time management: planning and executing a schedule and maintaining timeliness.

Information: storing and saving information gathered (data, written formats, audio formats, etc.) in locations easily retrieved.

Writing composition: arranging thoughts and gathered research into sequential, coherent written work.

Traditional Tools/Mainstream Tools

	Environmental/ Spatial	Events Planning/ Executing	Time Management	Writing Composition	Information	Tasks
Alarms			X			
Bins, Tubs, Trays, etc.	X					X
Cell Phone/Smartphone		X	X	X	X	X
Clock/Watch			X			
Color Coding	X				X	
Folders, Binders, File Folders	X				X	
Google Calendar		X	X			X
iPod Touch/iPad Calendar		X	X			X
Labeling	X				X	X
Microsoft Outlook Calendar		X	X			X
Paper Planner		X	X			X
Paper To-Do List		X				X
PDA		X	X			X
Timers			X			
Stop Watch			X			

Non-Traditional Tools

	Environmental/ Spatial	Events Planning/ Executing	Time Management	Writing Composition	Information	Tasks
7-Message Take or Place N'Talk Go! Board						x
Audio Notetaker					x	
AudioNote					x	
Community Integration Suite		x	x			x
Cue Classroom Scheduler			x			
Day Planner		x	x			x
Dropbox					x	
EasyBib					x	
Evernote					x	
Graphic Organizer Worksheets				x		
Invisible Clock			x			
Mind Mapping Programs: Inspiration, Draftbuilder				x		
Notetakers: Dana, Fusion			x	x		x
Onenote					x	
Picture Planner		x	x			x
Plan Your Day Curriculum		x	x			x
Pocket Endeavor		x	x			x
Pocket Timer			x			
Remember the Milk		x	x			x
Smartpen		x		x	x	x
StepPAD						x
Talking Photo Album						x
Teaching Hands Clock			x			
Time Timer			x			
TimeCue			x			x
Toodledo		x	x			x
Video Modeling						x
Visual Supports: Boardmaker, Overboard						x
Voice Recognition				x		
Voice Recorders		x		x	x	x

VoiceCue			x			x
WatchMinder			x			x
Zoho Notebook					x	
Zotero					x	