Organize

- **Clearly label** student work and their work spaces
- **Clearly display** directions and task expectations
- Use **color coding** or some other system of visual organization
- Post materials with the **intended user in mind**
  (e.g. medical alert sheet should be at adult level, not part of student display or the decorative display)
- Display only **materials for students** that are a resource, a reminder, or facilitates their current work
- Set up **independent work areas that are intuitive and easy to use** (e.g. use of sign-in/out sheets with pen… increases student independence and accountability)
- Use furniture that is adjustable. If not available, provide accommodations (e.g. seat foot stools, wedges and easels).