How to Become More Organized With a Bullet Journal

You already know that a bullet journal can help you make lists for the future, build your business, manage your finances, and relieve your stress. But perhaps one of the greatest benefits to this type of journal is that it can help organize your entire life. Everything you need to plan is in this single journal, so there is no trying to look around for the right one or having Post-it notes lying around all over the place. It becomes a type of personalized planner that you create based on your own needs. Take a look at some of these tips for becoming more organized with a bullet journal.

**Use the Bullet Journal Every Day**

First of all, try to use your bullet journal every single day. This means having a section for daily logs, where you list your tasks for the day, appointments, moods, and anything else you need to include. If you have a personal blog, you might list what to post about that day and what to take pictures of. You may have a doctor’s appointment or need to bring your son to soccer practice. All of this should be constantly updated in the daily portion of the journal.

**Include Many Different Categories**

Adding multiple categories for your journal is also recommended. Some people limit it to the things they have the biggest problem with, like meal planning or keeping up with appointments. However, nearly every part of your life has a good reason for having pages in the bullet journal. Include things like finances and savings, work goals, even personal diary entries if you are trying to figure out what triggers your panic attacks.

**Continue to Look For Inspiration**

Organizing your bullet journal might be part of your hesitation to start one, but don’t think you have to do it all alone. You can get help and inspiration by taking a peek at other bullet journal pages others have created. This helps you know what types of things to include and how to design the layouts of each page.

**Use Signifiers Throughout the Journal**

Organizing is sometimes about the details, such as signifiers. These are small symbols you use when describing an emotion, mood, or type of schedule. You can use one symbol for your mood of excitement or happiness, another symbol for an urgent matter, or a symbol to describer what type of appointment you have.

**Keep Your Index Updated**

The index is one of the most important parts of the journal and needs to be updated. Many people create an index in the beginning, but then forget to revisit it later and update it with the new information.