



## F.A.Q. Frequently Asked Questions

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### 1. Do I need to get training to start an organizing business?

No, but we strongly believe that you need training to succeed. We have done our best to make the three levels applicable to the different needs out there. Whether you want to do it on the side, add it to an existing business or create a full time business, Clear & SIMPLE can help.

### 2. Do I need to get certified to start an organizing business?

No, but you do need/want some level of training. The certification is important if you are working with businesses or a clientele that would expect this – or if you are building a full time, long term career path. A certification does let your clients know that you take your work seriously and that you are trained – versus someone just doing this on the side. There was no certification even offered when Marla Dee started and she built a strong business. You can make this part of your business growth plan.

### 3. How can I get started?

For your research stage:

- Research NAPO ([www.napo.net](http://www.napo.net)) and take some of their teleclasses.
- Talk to other organizers. See if there is a local chapter and visit. We are happy to give you people to call also.
- Read books including our audio book *Get Organized, the Clear & SIMPLE Way*, by Marla Dee
- Go out and work with a couple of friends to try it out

Once you decide:

- Get our “Organizing Business in a Bag” Comprehensive Self Study Course or something equivalent so you have tools. Ours includes an entire chapter on what to do your first year.
- Decide on your business identity and take the legal actions to set up your business
- Get signed up for NAPO and continue your learning
- Get help from your local small business associations
- Create a simple marketing plan and dive in
- HAVE FUN!

### 4. What is NAPO? What about their classes?

NAPO is The National Association of Professional Organizers. See [www.napo.net](http://www.napo.net). Their classes are great information. The annual conference is fabulous. However, you do not need to go your first year. Getting training is most important.



**5. What is the difference between the CPO® and your certification CSC™**

CPO® Certified Professional Organizer is a credential for the advanced organizer. See [www.certifiedprofessionalorganizers.org](http://www.certifiedprofessionalorganizers.org) for details. This is important later in your career (typically after year three) and if you work with corporate world.

CSC™ Clear & SIMPLE Certified is a credential for the beginning through second year organizer who wants in depth training and certification on the Clear & SIMPLE Systems – an international brand and methodology. This also lets your clients know that you have taken an Intensive Training Track. This sets you apart. The Certification is only offered to students attending the 5 Day Intensive and who complete their graduation project.

**6. By the end of this training would I be able to take the CPO® exam without additional training?**

No, we will give you a tremendous amount of information towards that certification but you need 3 years in the field. There is nothing that replaces time in the field, doing the work and NAPO wants to recognize the experienced organizer. You want to read the information on the BCPO website in depth to understand the difference. As mentioned above, we want you to make it to this point. Our training gives you all you need to succeed in your first year and keep going to year three.

**7. Should I have a lot of experience before enrolling for this program?**

No, our training is designed for the new organizer up to year two. This is why we offer the three levels beginning with the Comprehensive Self Study Course. You are much better off getting this type of training before you begin.

**8. Do you offer the 5 day training anywhere other than Utah?**

We have offered the training in three other states in the past but currently only offer it here to provide the best quality and to allow advanced training options. We are currently building interest in one on the East Coast, Seattle, Italy and possibly the UK. Please let us know if you would be interested!

**9. Why would I need or want to take such a comprehensive training?**

Here is the purpose of our training. The 5 Day Intensive (including the Self Study Course, graduation project and certification which are done before and after the 5 Day – 80 hours all together) is incredibly comprehensive. There are three main strengths that aren't offered anywhere else:

- Excellent Consultant: C&S is an in depth study and training on becoming an excellent professional organizer and consultant. Our goal is to get you to year three with the additional field experience in hand to take the NAPO exam and certification – an advanced track. Most entrepreneurs don't make it that far. We have a great track record of getting you the strong foundation you need for year one so that your business will grow and be successful – both financially and personally. There is a big difference between a small (8 students only), personal training and a large impersonal event.



- **Certification & Methodology:** A valuable certification on the Clear & SIMPLE Systems. You need a methodology to be successful as an organizer. You can create one yourself or we save people years of time and money by teaching and allowing them to use our system. Our training also includes a product line that you can use with your clients and up sell for additional revenue. The certification is “Clear & SIMPLE Certified”. It is different from the “Certified Professional Organizer” CPO® which takes years to get.
- **First Year Foundation:** We give you an incredible foundation for your business including all the forms, tools and knowledge you need for your first year. This information has taken years to accumulate and saves you 18-36 months of time and struggle. The additional piece of value is learning from a master in the field and getting all your personal questions answered and addressed. This level cannot be gotten in a book or different training module.

#### **10. How long has Clear & SIMPLE been training P.O.?**

This training has been offered and consistently improved since January of 2003. It is a unique offering with three levels, great depth, many layers of application and value. We realize that it is an important decision and an investment. Please let us know if there is anything else we can share to support your decision. We are also happy to give you former student referrals.

*I am a big believer in “right person, right service, and right time”. I have found this alignment is where we serve best and our students are happiest. Best of luck in your research.*



*– Marla Dee, President  
Clear & SIMPLE, Inc.*

