



What Your Business Can Learn from *Tidying Up with Marie Kondo*

In the new hit Netflix series, [Tidying Up with Marie Kondo](#), home makeover guru Marie Kondo works to help everyday people willfully clear out clutter to “spark joy” in their lives. By using the innovative KonMari Method from her best-selling book, Marie demonstrates the life-changing magic of tidying up by transforming spaces in surprising ways. The secrets behind her method boil down to a simple question: does it spark joy? Best of all, Marie Kondo’s decluttering method isn’t just for homes. It can also be applied to business environments as well!

Wondering where to get started in your office? Begin with Marie Kondo’s progressive stance on paper. Does it spark joy to stare at an office filled with filing cabinets? Does it spark joy to sift through boxes of paperwork to find a piece of data? Her principle is to rid your space with as much physical paper as possible so that you can live a much more joyful work life.

Pairing the KonMari Method with award-winning [document management software](#) can help you eliminate paper clutter for good while getting your business in order. Let’s explore the ways document management software can spark joy in your office!

- **Easily Convert Paper to Digital Files** - From your office printer or desktop scanner, the software quickly transforms paper-based documents into digital information that can be shared, mined and managed with far greater efficiency!
- **Securely Store Documents** - Once digitized, you can shred that paper! With your records digitally secured it’s easy to protect them against theft, fire or natural disaster, so business can continue as usual.
- **Immediately Access Information** - Spark joy and save valuable time by giving your staff immediate access to information through the browser! Use flexible search tools to locate stored records using any combination of keywords, phrases, addresses and more.
- **Effortlessly Define Business Processes** - Ensure procedures are followed by developing [automated workflows](#) that define everyday paper processes in a digital world. Increase collaboration with coworkers in or out of the office with structured, digital processes.
- **Reduced Storage Requirements** - By cleaning the clutter in your office you are creating a path to a more productive and fulfilling work environment. Eliminate offsite storage costs and make better use of your office space by removing paper-based filing systems.

No matter the industry, [document management software](#) can be customized to meet the specific decluttering needs of your organization. Reduce the stress - and the mess - of paperwork in your office! Make your life easier by [contacting Square 9 Softworks](#) today to schedule a demonstration of our GlobalSearch document management software.



Marketing Communications Manager **Lauren Ford** is the dynamic voice behind Square 9 Softworks. Delivering highly effective messaging across reseller channels, end user communities and outside agencies, Ford develops, drives and executes communication plans that effectively support Square 9's overall marketing goals and objectives. To learn more visit www.square-9.com.