

**A B C D:** Air-Pin, Band-Aids, Balloons, Cards, Batteries, Cake Candles, Chalk, Buttons, Change, Bracelet, Candy, Chip Clips, Clips (misc.), Chargers, Crayons, Cork Screw, Bug Spray, Dental Floss, Dice, Box Cutter, Bungycord (mini), Doorstop

**E F G H I J K:** Earphones (all kinds), Elastics, Electrical, Ear Plugs, Erasers, Flashlight, Hair Ties, Highlighters, Ibuprofen, Index Cards, Key Chain, Knobs, Hardware, Golf Items, Hole Punch, Hand Sanitizer, Key-extra, Eyelashes, Eyeglasses (and cases), Invisistrips, Knife, Epi-Pen

**L M N:** Labels, Letter-opener, Lighter, Light bulb (small), Locks, Lips, Magnets, Markers, Matches, Money Clip, Nail Clippers, Nail File, Needles, Night Light, Note Pad, Nuts-Bolts-Nails, Magnify Glass, Mirror (small)

**O P Q R S:** Opener (Bottle and Can), Paper Clips, Pencils and Pens, Pad Paper, Post-It Notes, Plant Food, Q-Tips, Ruler, Scissors (small), Shoe Horn, Shoe Shine, Sharpie Marker, Screws (misc.), Screwdrivers, Staples, Stapler, Staple Remover, String, Stamps, Safety Pins, Sewing (misc.), Sun-Stick, Pads (chair legs), Pencil Sharpener, Paint Brushes

**T U V W X Y Z:** Tacks, Tape, Tools (misc.), Tire Gauge, Twisty-Ties, Tweezers, Toothbrush, Toothpaste, Toothpicks, Utility Knife, Tissues (for cleaning), Whistle, White-Out, Zip-ties, Tape Measure, Velcro, Thermometer

**Alpha QuickFind**  **INDEX OF ITEMS**

Alpha QuickFind™ Directions-For-Use: (Easy as Steps 1,2,3)

**Print neatly and clearly  
between the lines.**

1) Collect your small household items (especially hard-to-find items!).

2) Think of the first letter of the first word of each item and write the item name on the Index whiteboard. Start with one item at a time and complete Steps 2 & 3 each time.

3) Create each item's space within the appropriate drawer by moving the dividers around and place a letter-sticker on the back-divider of this space.