

Computer Stress and Paper Clutter

Anyone who knows me knows that I am in an ongoing tug-of-war with my computer—combined with paper clutter at home. Passwords and accessing portals—for me, it's like going into a black hole and being unable to get out! So, over the past few years, I decided to do something about all of this, and now I can share some of my more successful efforts as tips for you—my readers.

Tip 1: Hire a computer organizer

Yes, they do exist. My professional office is organized because it must be. I have always had a system there, and my entire practice is online—very little paper. But at home, I had been overwhelmed with paperwork and statements.

So, I decided to hire a computer organizer to help organize our (my husband's and my) bank accounts, investment accounts, billing, tax documents, and expense tracking on the computer.

Like everyone, I lead a busy life. Having this person come to my home has significantly reduced the “fire hazard” of stacks of unnecessary paper. While I might be increasing my electric bill, I am saving trees by reducing paper clutter. My organizer comes about four hours per month, and we are gradually digitizing many years of records. I can see my desk again.

Tip 2: Don't rely on your children as your tech support

Having a computer organizer has also allowed me to spend real time with my son instead of burdening him with my computer issues. Unless your child works in tech, he or she should not be your computer guru. They lose patience, you don't really learn, and worst of all—you lose the joy of simply being together.

Tip 3: Use a password manager

It is very risky to use the same password for all your accounts. Banks don't do that—and for good reason: security.

A password manager doesn't change your passwords like a bank changes account numbers, but it securely stores your login information and remembers it for you. You only need to remember one strong password—and everything else is handled safely. I recommend Passkey, but there are many good options available.

Tip 4: Get rid of the bits and pieces of paper

Years ago, my father kept a little black book where he wrote down important information. That worked well—until he also started stuffing loose scraps of paper inside it. Those often became lost.

I inherited that habit and am now trying to break it by creating a proper place for important information—both digitally and in a structured journal. Your computer also has a “notes” feature, which is far more reliable than loose paper.

Tip 5: Make one trusted list

Create a simple document listing your key accounts—email, banking, utilities, medical portals, and subscriptions. Keep it in a secure place and let one trusted person know where to find it.

This is not about sharing passwords—it’s about ensuring nothing important is lost or overlooked.

Conclusion

At Lannik Law, we recognize that our clients need more than the legal documents we prepare. I often describe this part of our work as “concierge” support. We can connect clients with trusted professionals who help organize home records to match the plans we create. We are always happy to share these resources.