

Guide: **Organic Organizers of Information**

Organic Organizer	Definition	Example
Physical arrangement	Arrangement of physical details.	Describe the organization of a production line and explain why it is organized that way.
Chronology	Time sequence.	Describe the history of a product line and explain decisions that shaped its history.
Process	Series of steps or actions that lead to a specific outcome.	Describe the steps for entering information into a computer database and explain the rationale for the order of the steps.
Hierarchy	Structure of authority, power, responsibility, or similar characteristics of an organization.	Describe an organization chart and explain the reporting relationships.