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Dear Rosemary

July, 2007

Issue: 1

Welcome to our first newsletter

Dear Rosemary,

We're pleased to be launching our newsletter. Our goal is to provide you with useful, informative, and interesting content. We'll be sending out a survey later this month requesting your input on what you want to see covered in the newsletter as well as what you think about some of the new services we're looking at offering. Some of the columns we're considering are:

- Microsoft Outlook Tips & Techniques
- From our Readers
- Interesting Books and Articles
- Case Studies
- New products and services
- From the coach

We've also just launched our website - www.2beffective.com. Take a look.

Summertime Woes

Let's face it. Many of you have fallen off the Mission Control wagon. The only thing your Capture Tool captures right now is dust. Your Relevant Information System is no longer relevant. You haven't added to your Never Doing Now List in over a month. OK, maybe you haven't fallen this far, but you're not where you want to be.

Even the most dedicated Mission Control users fall back into old work habits occasionally. Vacation travels, planning to leave on vacation, coming back from vacation - coupled with the temptation to "just enjoy the summer" instead of emptying your Capture Tool make this time of year particularly challenging. If you succumb to temptation, little by little your life again feels overwhelming. Your productivity drops.

Ironically, falling off the wagon then returning to the Mission

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2beffective Open Market Workshops

Mission Control Productivity & Accomplishment

Aug 4-5 - Philadelphia
 Aug 4-15 - Wellesley,MA
 Sept 12-13 - Pittsfield,MA
 Sept 15-16 - Philadelphia
 Sept 26-27 -
 Wellesley,MA
 Oct 1-2 - Atlanta,GA
 Dec 3-4 - Atlanta,GA
 Dec 6-7 - Wellesley,MA

Tuition: \$629 - We're offering a special reviewer rate of \$299.

For more information or to register

Control system is one step toward your eventual success with it. Research indicates only 20 percent of people permanently overcome long-term problems during their first attempt. Most take six months of purposeful action. Commitment and outside support make a huge difference.

How do you get back on track? Begin with these simple steps:

- Stop everything and empty your Capture Tool.
- Make sure you have an Occasion at the end of each day to empty your Capture Tool into your Calendar of Occasions, Not Doing Now List, Never Doing Now List, and Relevant Information System, and to set up the following day to be as accurate and realistic as possible (including time for interruptions and regular routines).

Remember, the purpose of Mission Control is for your days to be filled with Power, Freedom, and Peace of Mind™. If you invest the time and energy it takes to make the standard work practices a habit, you'll be living the life you set out to live, with a breakthrough in productivity as a natural outcome.

The Impact of Coaching



Results when comparing the effects of conventional managerial training alone vs. the effects of conventional managerial training followed by one-on-one coaching:

- **Training alone increased productivity by 22%**
- **With coaching increased productivity by 88%**

This, according to a study undertaken by Olivero, Bane & Kopelman, published in Public Personnel Management, Winter Edition, 1997.

We're interested in your success. Contact us to design an individual coaching program to meet your specific needs. Or for those more interested in a group coaching environment, we're offering a series of four 1-hour group telephone coaching calls. The group is comprised from 4-8 other Mission Control graduates and takes place over 8 weeks. The current series run on Mondays from 12:00 to 1:00 pm.

"Rosemary's coaching clients regularly attest to the way in which her unique methodologies have changed their lives and the way they work as BR "Before Rosemary" and AR "After Rosemary"

Announcing Outlook® Launch©

We will be offering a "plug-in" for Outlook that will automatically configure your workstation with the optimal Mission Control settings. You will be able to download this program by early August. The program will work with Outlook 2003 and will cost \$59. If you're interested, want to learn more or place an order, contact us.

Current and Upcoming Mission Control Group Coaching Series

Mondays
12:00 - 1:00 pm
July 30
August 13 & 27
September 10 & 24
October 8 & 22

Tuition: \$299

Lyn Chamberlin - Founder and Principal Partner, skye PR.

[To learn more or to register:](#)

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