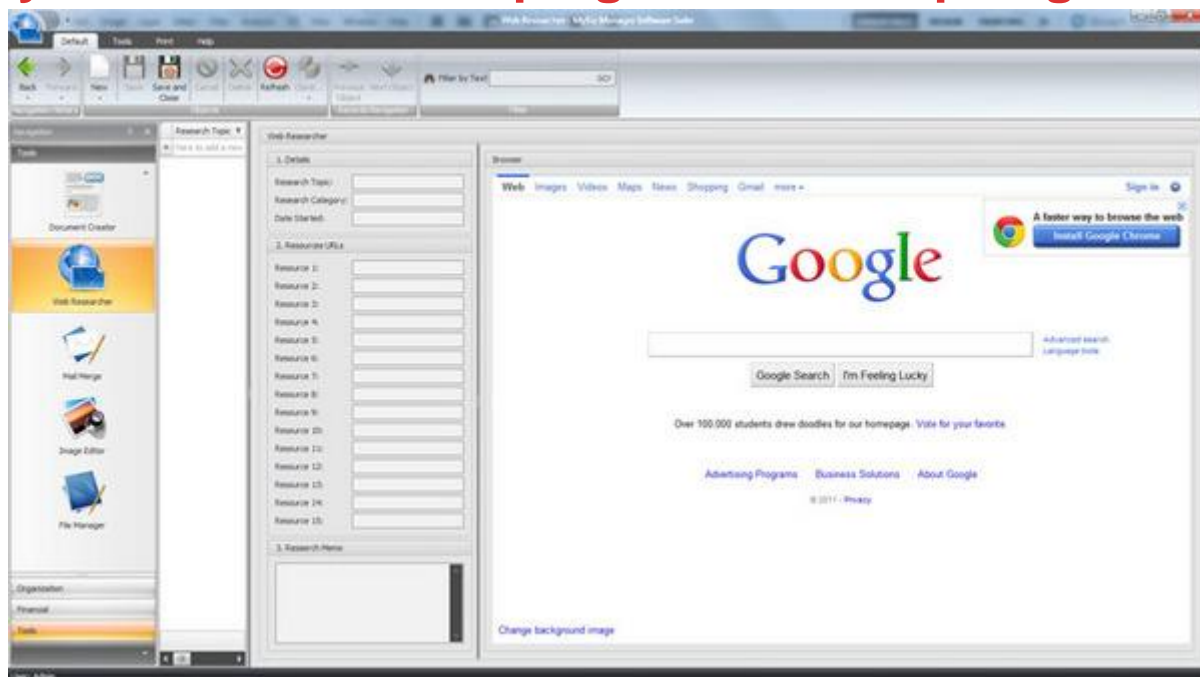


# My Biz Software - Helping You To Keep Organised



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Quick, what do you think of when you hear about improving your business productivity? If you're like most folks, the first things that spring to mind likely include productivity-boosting activities like prioritizing your tasks, writing sales letters, creating products, taking care of finances, making to-do lists, careful planning and so on. They why is it that you still don't manage to get most of those things done. Well it's a little something that I call... DIGITAL CLUTTER... You know what I mean. You've got a list of contacts here and there... You've got some image files scattered on your hard drive and some on your desktop... You know you've got some PLR products that you should be using but you don't recall which ones are the good ones... You have your tax records in a folder on your PC but some years records are missing... Should I continue?!.... First I'm going to address what I'm NOT talking about... Now, I'm sure that you've been exposed to time management programs, books or manuals in the past that just didn't deliver on what they promised. Ineffective time and business management courses are what I like to call The Broken Tail Time Management Monkey because they just don't deliver the results that they promise. In fact, if you are given a bad system or bad information you may in fact lose more time! I'm sure that you don't want that to happen to you. What you need is something that's a real world, reality based system designed for people like you and I; Internet Marketers. Up until now, there hasn't been a system that's designed just for us

which I just couldn't understand because we are some of the busiest people in the world! In fact, some of us work upwards 100 hours a week! Shouldn't there be some kind of system that makes it easy for you to organize your life and business that's been designed just for your working lifestyle? Business Owner Module Saves all your business information including... Name Address Phone Numbers And Your Photo Services Module Saves all your information for monthly services including... Electric Gas Water Sewer/Septic Security Waste Removal TV Phone Internet Cellular Lawn Postal Cleaning Water Delivery Legal Documents Module Saves information about any legal document including... Type of Document Name Date Location Notes Recovery Loss and Theft Module Saves details to recover from any instance of loss or theft including... Item Type Name Of Item Name Of Compromised Account Description Contact Location of Spare Notes Income Module Saves information for any type of income you receive including... Type of Income Date Received Income Source Amount Contact Phone Address Notes Expenses Module Saves information for every type of expense including... Type of Expense Name Account Number Amount Due Date Contact Phone Number Address Notes Investments Module Saves information for any type of investment including... Type of Account Account Names Account Number Approximate Value Value Date Location of Files and Documents Investment Firm Name Investment Firm Phone Notes Vehicles Module Saves information for all your business or personal vehicles including... Type Year Make Model State Registration Name Plate No. VIN No. Lien Holder Location of Files/Docs Purchase Lease Agreements Payment Records Due Dates Notes Real Estate Module Saves information for any type of Real Property you own including... Property Type Property Name Names On Title Approximate Value Location of Files And Documents Address Mortgage Company Mortgage Account Number Mortgage Phone Insurance Company Name Insurance Company Phone Occupancy Resident Name Resident Phone Personal Property Module Saves information for any kind of personal property that you own including... Property Type Name of Property Purchase Price Purchase Date Location Description Location of Files And Docs Value Value Date Manufacturer Serial Number or ID Tax History Module Saves information for all of your Taxes and Tax History including... Return Names Year Preparer Name Preparer Phone Location of Docs Notes My Scheduler Power Module Allows you to create a visual personal or business schedule including... Full calendar View Yearly View Weekly View Monthly View View By The Hour Add All Day Events Add Recurring Events Jump to any Date Add Event Resources Document Creator Power Module Create and edit documents with a full featured word processing application including... Open File

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