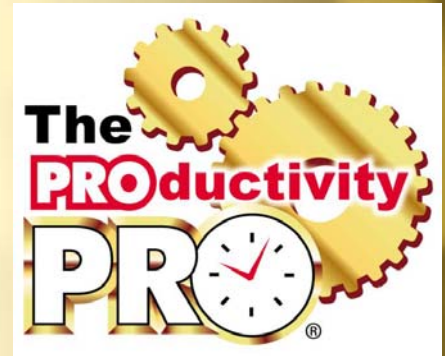


# ***YOU Can Be a Productivity Pro®***

**Presented by Laura Stack, MBA, CSP**

## **My Action Plan:**

1. ACTIVITY
2. ACCESSIBILITY
3. ATTENTION
4. AVAILABILITY
5. ABILITY
6. ACCOUNTABILITY





## About The Productivity Pro®, Inc.

Laura Stack, MBA, CSP, is a personal productivity expert, author, and professional speaker who helps busy workers Leave the Office Earlier® with Maximum Results in Minimum Time®. She is the president of The Productivity Pro®, Inc., a time management training firm specializing in productivity improvement in high-stress organizations. Since 1992, Laura has presented keynotes and seminars on improving output, lowering stress, and saving time in today's workplaces. She is one of a handful of professional speakers whose business focuses solely on time management and productivity topics. Laura is a high-energy, high-content speaker, who educates, entertains, and motivates professionals to improve workplace productivity.

Laura is the bestselling author of four published books. Her newest work, *SUPERCOMPETENT™* (John Wiley & Sons), hits bookstores in July 2010. Her other works include *The Exhaustion Cure* (Broadway Books, 2008), *Find More Time* (Broadway Books, 2006), and the bestselling *Leave the Office Earlier* (Broadway Books, 2004), which was hailed as "the best of the bunch" by the New York Times and listed on the June 2004 Book Sense Business & Economics Bestseller list. *Leave the Office Earlier* has been published in seven countries and in five foreign languages, including Japanese, Korean, Chinese, Taiwanese, and Italian. She is also a contributor to two of the popular *Chicken Soup for the Soul* books. Laura's popular monthly electronic newsletter has subscribers in 38 countries. She is a Certified Specialist in Microsoft® Office Outlook.

Widely regarded as one of the leading experts in the field of employee productivity and workplace issues, she has been featured nationally on the CBS Early Show, CNN, NPR, Bloomberg, NBC TV, WB News, the New York Times, USA Today, The Wall Street Journal, the WashingtonPost.com, the Chicago Tribune, O Magazine, SELF, Me, Working Mother magazine, Entrepreneur magazine, Readers Digest, Woman's Day, and Parents magazine. Laura has been a spokesperson for Microsoft, 3M, and Day-Timers, and she is the creator of The Productivity Pro® line of Day-Timer® planning system. Her client list includes top Fortune 500 companies, including Microsoft, IBM, GM, Coors, the Denver Broncos, Lockheed Martin, Lucent Technologies, Wells Fargo, Mobil, Time Warner, and VISA, plus a multitude of associations and governmental agencies.

Laura holds an MBA in Organizational Management (University of Colorado, 1991), integrating the importance of productivity in business with employee retention and satisfaction. She is the Vice President of the National Speakers Association (NSA) and is the recipient of the Certified Speaking Professional (CSP) designation, NSA's highest earned designation.

Laura lives with her husband and three children in Denver, Colorado.

