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Get Ready, Get Set ... GO! by Working SMART

Using Stampin' Up! Resources

Stampin' Up!® provides many resources to demonstrators. Using these resources helps you learn about the company and your business as an independent demonstrator. These resources can also help you be more efficient.

Demonstrator Website

Available 24 hours a day, seven days a week, this resource gives you everything you need to work your business. The New Demonstrator section on the web site also provides helpful information to start and successfully sustain your demonstratorship.

Workshops: A Recipe for Success

This section under the Training tab on the demonstrator website is filled with resources to make planning for your workshops a snap. You'll also find helpful information to help you prepare before, during, and after the workshop.

Stampin' Discuss

Use this online forum on Stampin' Connection to post questions to and review posts from other demonstrators. You can use the ideas and experiences of other demonstrators you'll find on Stampin' Discuss. Remember, every demonstrator started out just like you.

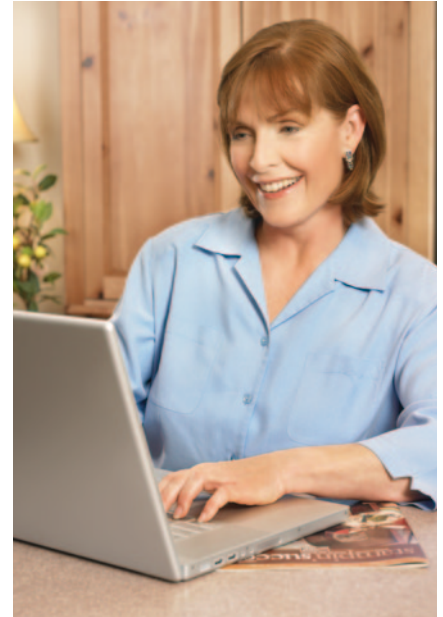
Stampers' Showcase

Use this showcase of projects from other demonstrators to gather a multitude of ideas for your workshop projects.

Additional Resources

Use these additional resources to help you work your business smarter:

- *Stampin' Success*®
- *Idea Book & Catalog*
- *Demonstrator Manual*
- *Product Guide*
- *Demonstrator Support*
- *Uplines and sidelines*



Working Smart

Working smart means managing your time, planning, and finding balance in your business.

Manage Your Time

Make the most of your time by:

- **PREPARING MULTIPLE WORKSHOPS AT A TIME.** You can use the same project for multiple workshops, which will save you time cutting and preparing Make & Takes. If you're cutting card stock and getting ready for one workshop, you may as well get ready for several at a time!
- **UTILIZING A POWER HOUR.** Set aside one hour specifically for making phone calls, responding to e-mails, completing paperwork, and so forth. The idea with a power hour is to work specifically on business tasks and nothing else.
- **COACHING YOUR HOSTESSES.** Working with a hostess takes some of the responsibility off you. A hostess is the key to an effective workshop. She determines how many people attend, and she adds to the fun atmosphere you set as the demonstrator; coaching her is worth your time.
- **IDENTIFYING DISTRACTIONS.** Ask yourself what your distractions are. Watching TV? Surfing the Internet? Could your surfing be a distraction even if you're looking for project ideas? Identify when you're spending time on unnecessary things and use the time for more important tasks.

Planning

Make a plan using these techniques:

- **PLAN OUT AN ENTIRE YEAR, SIX MONTHS, A QUARTER**—or just a month at a time. Experiment to find out what time frame works best for you.
- **SET DATES FOR BOOKING WORKSHOPS.** Know your available dates and stick with them. It's okay if you need to book further in advance.
- **PLAN YOUR TIME IN TERMS OF YOUR GOALS.** Ask yourself: What do I want to accomplish for the week, month, or year?

Find Balance

Try to achieve balance in all aspects of your life. Balance in your business comes as you take to heart and incorporate all of the steps we've mentioned in this issue.

Creating balance also means leaving time to rejuvenate. Remember to ask yourself when you last stamped simply for your pleasure and enjoyment. Make time for yourself to enjoy stamping. ♡

make it happen

- Identify an area where you can start working smarter in your demonstratorship.

looking ahead: ISSUE #10 Increasing Sales

worksheet: WORKING SMART

using Stampin' Up! resources

Take a moment to visit the demonstrator website. While you're there, take a look at the following resources and write down your impressions. Make sure to include ideas of how you can use these resources in your business.

Resource	How I can use this resource in my business?
Workshops: A Recipe for Success	
Stampin' Discuss	
Stampers' Showcase	
Other	

managing your time

In the space below, identify one activity that you'll begin doing this week to more effectively manage your time. You could do any of the suggested activities in this article, or any other activity you can think of. Include specific action items. Also identify potential distractions and how you plan to overcome them.