

## How to Increase Your Productivity:

Step 1:

Spend more time at your  
work space and less time  
at productivity seminars.

Step 2:

Get back to work!



# Productivity Tools



problem

Employee caught stealing on her first day!!



06/12/2014 03:34:48 PM

CH1



0:00 / 0:17





#1 threat to you  
and your  
business's  
productive  
future....







What is  
robbing you of  
thousands of  
dollars a day?



1,000,000 ago



Today



Environment has changed



Not 1,000,000 ago

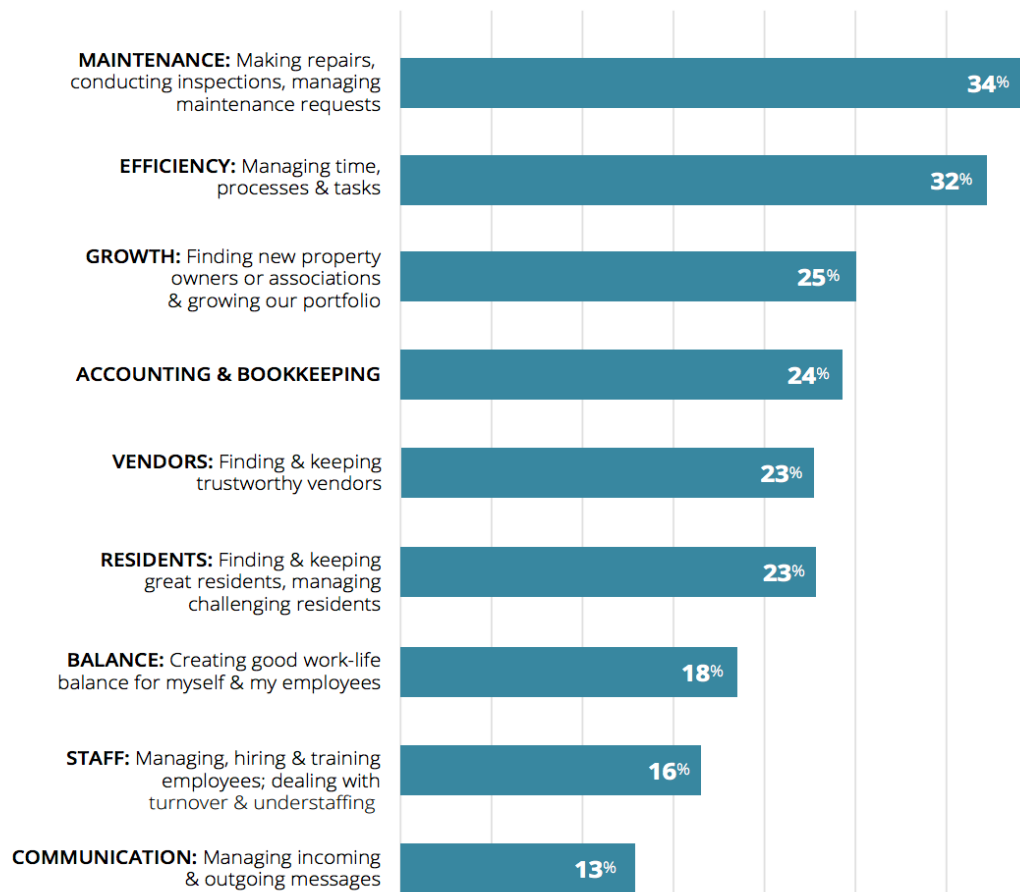




**FIGURE 15:**

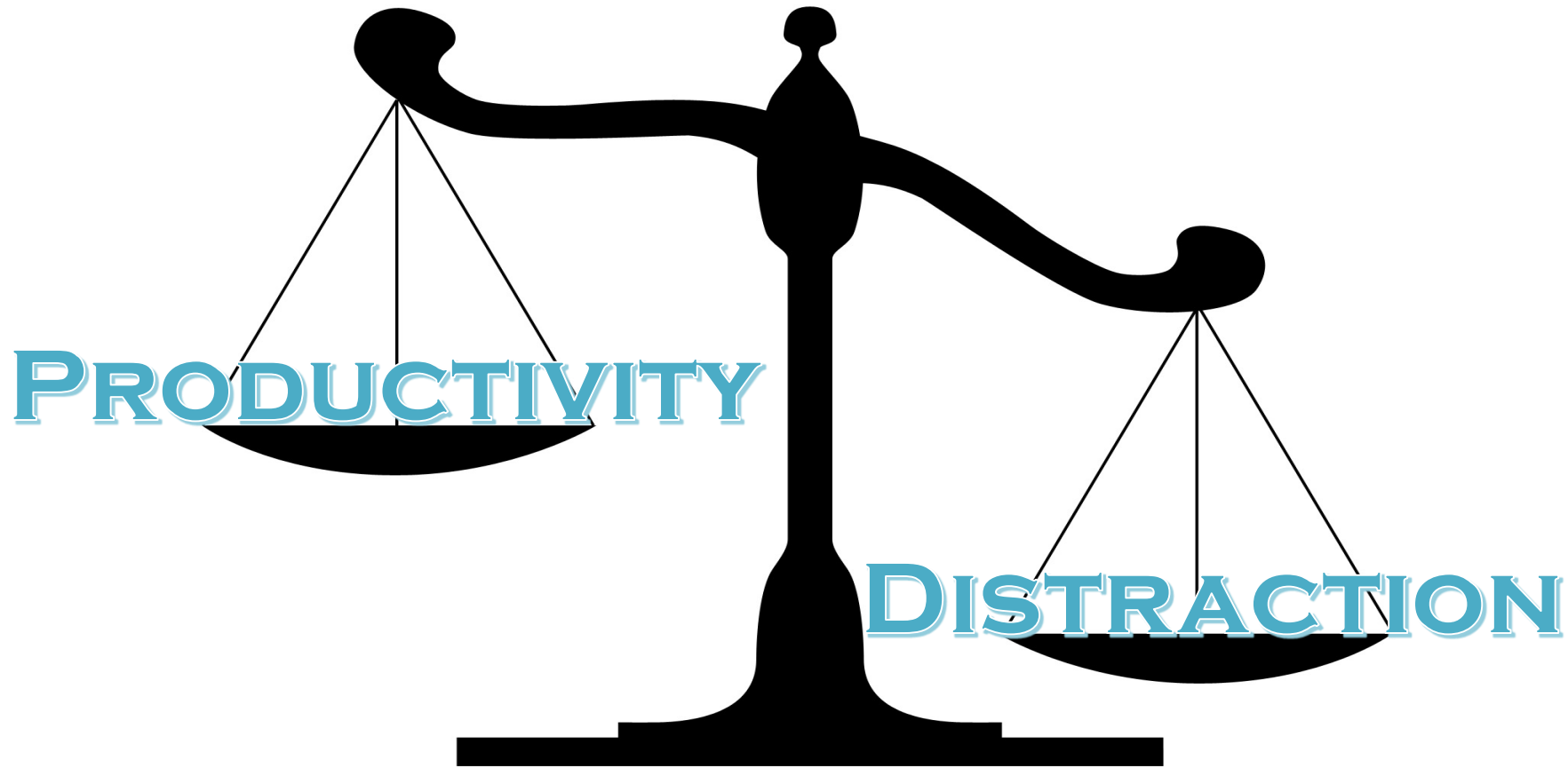
What are the top 3 challenges that you face in your business right now?

*(Select up to 3 answers.)*

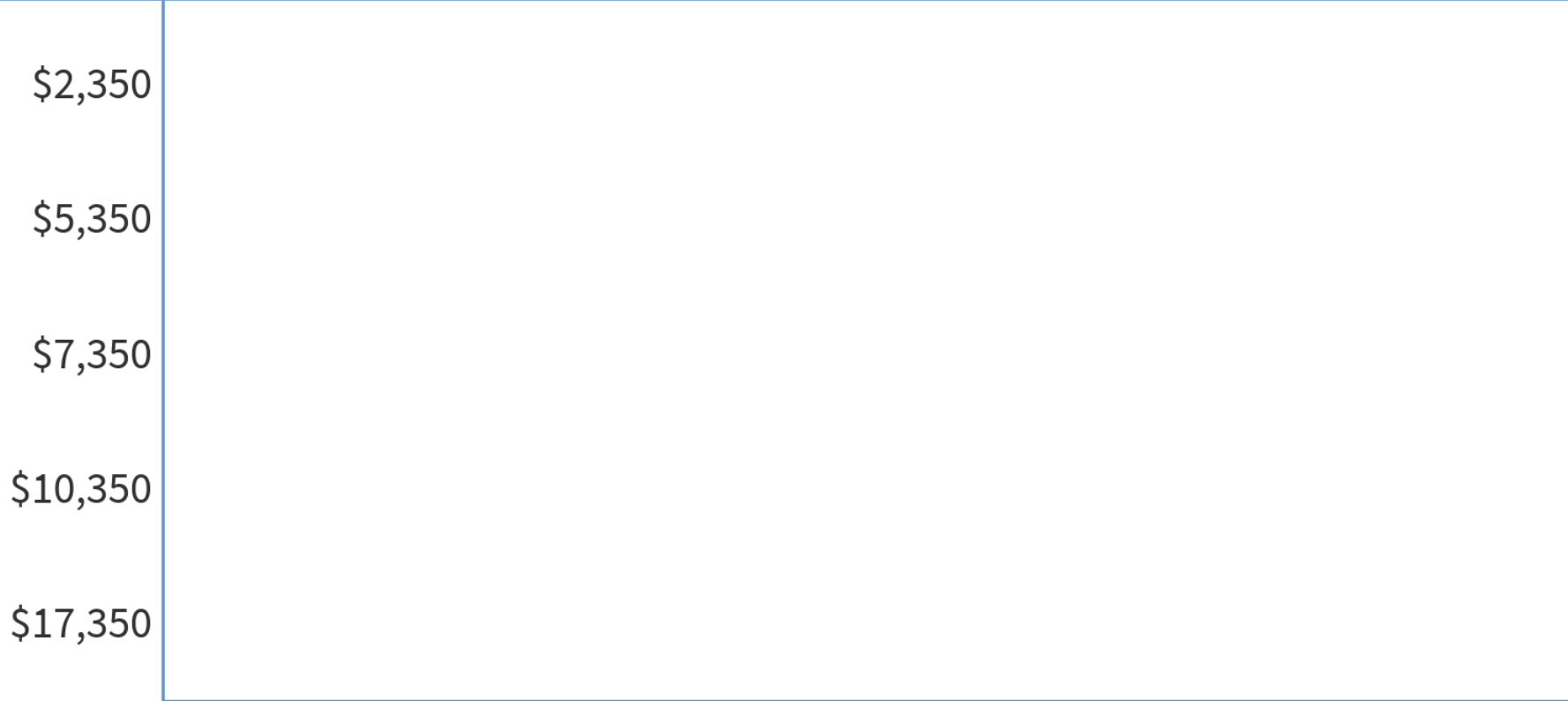


**Buildium®**  
Property Managed.





# If the average office worker makes \$31,000 a year... How much of that salary is lost to distraction?





**Distractions are costing us \$10,350  
per employee if that employee  
made the average US income per  
capita of \$31,000**



## TECHNOLOGY

# Why Distractions From Email and Social Media Are a \$1 Trillion Problem

A recent study finds that the time we waste as a result of the constant data deluge costs the U.S. economy \$997 billion each year.



By Will Yakowicz *Staff writer, Inc.* [@WillYakowicz](#)



WRITE A COMMENT

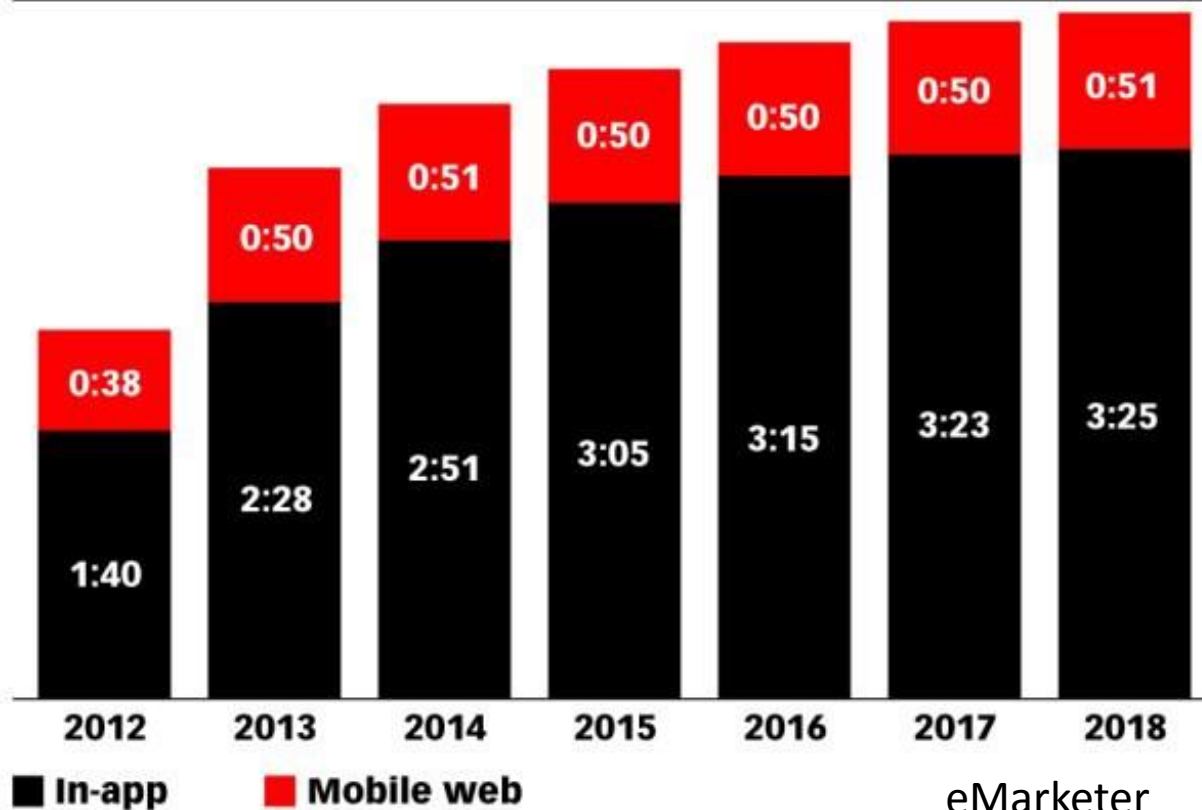


Switch  
& save.

FIND A TAX PRO >

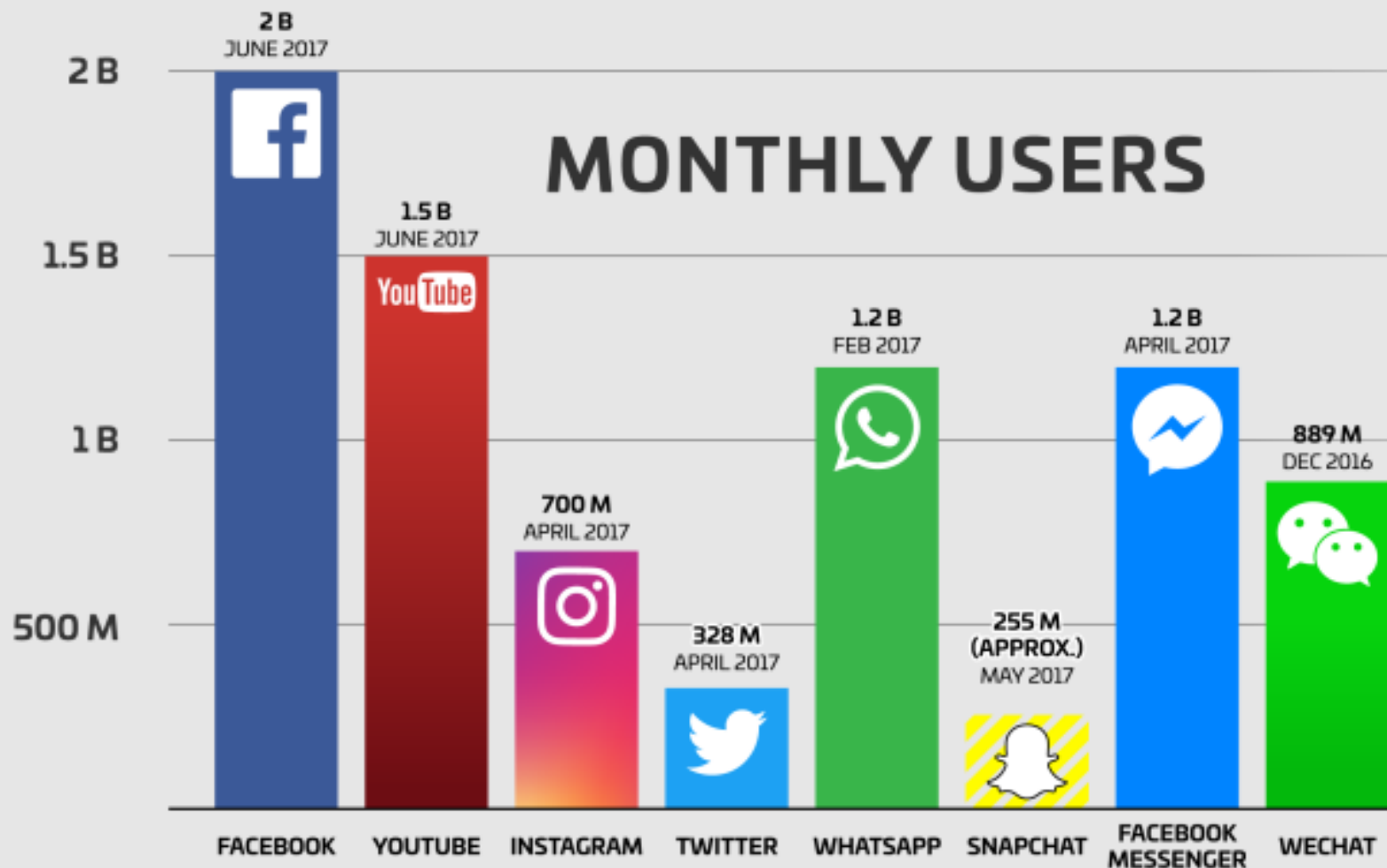
## Average Time Spent per Day with Mobile Internet Among US Mobile Users\*, In-App vs. Mobile Web, 2012-2018

*hrs:mins*



eMarketer

# MONTHLY USERS

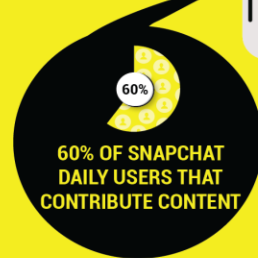




# SNAPCHAT STATISTICS



SNAPCHAT IS A SOCIAL NETWORK  
MOBILE APP THAT LAUNCHED AT 2011



**SNAPCHAT USERS SPEND  
25-30 MINUTES PER DAY ON THE APP**



**9,000**  
SNAPS PER SECOND

**10 BILLION DAILY VIDEO VIEWS**

18% OF ALL US SOCIAL MEDIA USERS  
THAT USE SNAPCHAT



IT COVERS 41% OF ALL  
**18 TO 34-YEAR-OLD**  
USERS IN THE UNITED STATES

BIG COMPANIES SPEND

**\$350K-\$700K**



A DAY TO SPONSOR A CUSTOMIZED FILTER



SNAPCHAT ADS ARE VIEWED UP  
1 MILLION TIMES PER DAY



58% OF STUDENTS USE  
THE COUPONS  
RECEIVED FROM  
SNAPCHAT TO  
PURCHASE PRODUCTS  
FROM THE SPECIFIC  
BRANDS



# How to Do as Little Work as Possible Without Getting Fired



Andrew Tarantola

12/13/14 11:00am • Filed to: HOW-2 ▾



82.7K



153



8



Just after college, I spent nearly six soul-crushing years in business casual clothing pushing paper from one side of a desk to the other. But a crippling caffeine addiction isn't the only thing I picked up from my time as a cubicle monkey. I also discovered the art of doing nothing without arousing the suspicions of my superiors.



**iPhone Screen Repair**  
starts at \$79.99 & comes to you

Schedule ▾

Electronics ▸ Computers & Accessories ▸ Computer Accessories & Peripherals ▸ Game Hardware



StealthSwitch

## StealthSwitch SS1R4 Pro USB Foot Pedal Mac and PC Footswitch Controller for Photo Booth and Office Gadgets

★★★★☆ ▾ 32 customer reviews | 20 answered questions

**Currently unavailable.**

We don't know when or if this item will be back in stock.

- Programmable, heavy-duty foot switch, designed to quickly and discretely protect sensitive information
- StealthSwitch is easy to use simply tap your foot on the switch to instantly hide applications, tap again to restore
- New pro software is easy to install, adds many new features and is compatible with both Mac and PC
- Sensitive switch activation, works as an excellent trigger for photo booths
- Note: Will not work as a foot pedal for the StealthSwitch3 (see stealthswitch FS-1, FS-2 or FS-4 for this application)

[Compare with similar items](#)

[Report incorrect product information.](#)

### Samsung Galaxy S9: Cases and Accessories



Cases



Accessories



Headphones



Samsung Galaxy S9

Click to open expanded view

Share ▾

**Current**

We don't know when or if this item will be back in stock.

[Deliver to a location](#)  
meridian 8

Add to List

Have one to sell?



AmazonBasics A to USB Cable - 6  
★★★★☆ 5  
\$7.99 ✓prime

**My friend may have way too much time  
on his hands...**



**EARTH**



**MOON**

**PAUL'S PRODUCTIVITY  
AT WORK TODAY**

How Productive/  
Distracted  
are  
NARPM  
B/O?



# How many times to you check your phone each day

10 times  
or less

10 to 25

26 to 50

50 to 100

100 to 200





# How many times do you check your emails an hour



When poll is active, respond at **PollEv.com/wxyz**



Text **WXYZ** to **22333** once to join



Office/Service  
employees check  
their email 30  
times and hour

Forbes



# Average office pro daily on email



# The True Cost of Distractions

Length of Distraction

+

23 Minutes and 15 seconds

=

True Length of Distraction

RANK	COUNTRY	GDP PER HOUR WORKED	EMPLOYED POPULATION	GDP (USD)	AVERAGE WORK WEEK (HRS)
1	Luxembourg	\$ 93.4	405,600	\$57b	29
2	Ireland	\$ 87.3	1,989,400	\$302b	33.5
3	Norway	\$ 81.3	2,753,000	\$318b	27.3
4	Belgium	\$ 69.7	4,601,200	\$498b	29.8
5	United States	\$ 68.3	151,000,000	\$18,037b	33.6
6	Denmark	\$ 67.6	2,829,000	\$270b	27.2
7	France	\$ 65.6	27,523,000	\$2,648b	28.2
8	Germany	\$ 65.5	43,057,000	\$3,857b	26.3



# Are Americans Lazy?





RANK	COUNTRY	GDP PER HOUR WORKED	EMPLOYED POPULATION	GDP (USD)	AVERAGE WORK WEEK (HRS)
------	---------	---------------------	---------------------	-----------	-------------------------

What would happen if we were only distracted every six minutes instead of every three minutes?

#1!	USA (MAGA)	 \$105	151,000,000	\$21,013B	33.6
1	Luxembourg	\$ 93.4	405,600	\$57b	29
2	Ireland	\$ 87.3	1,989,400	\$302b	33.5
3	Norway	\$ 81.3	2,753,000	\$318b	27.3
4	Belgium	\$ 69.7	4,601,200	\$498b	29.8



Not Lazy – Not Lazy – Not Lazy – Not Lazy – Not Lazy

Not Lazy – Not Lazy – Not Lazy – Not Lazy – Not Lazy

Not Lazy – Not Lazy – Not Lazy – Not Lazy – Not Lazy

Not Lazy – Not Lazy – Not Lazy – Not Lazy – Not Lazy – Not Lazy – Not Lazy- Not Lazy Not Lazy

Not Lazy – Not Lazy – Not Lazy – Not Lazy – Not Lazy – Not Lazy – Not Lazy- Not Lazy Not Lazy

Not Lazy – Not Lazy – Not Lazy – Not Lazy – Not Lazy – Not Lazy – Not Lazy- Not Lazy Not Lazy













# What's the largest distraction at work?

Employee interruptions **A**

Customer interruptions **B**

Instant messages **C**

Email **D**

Phone **E**

Smart phone apps **F**

Internet **G**

Homelife **H**

# THE COST

A roll of US dollar bills, representing the cost of burnout.

- Unhappy – Burnout – Turnover - Loss of sleep – Worry – Overwhelm – Profit

# PRODUCTIVITY



TIME



ATTENTION



ENERGY



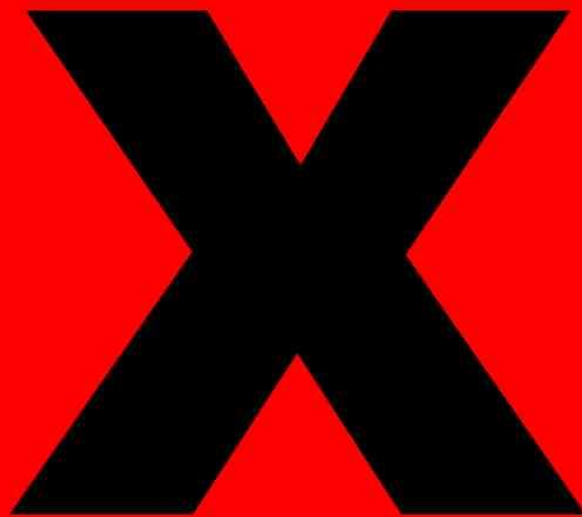
**Productivity =  
control & accomplishment**

**Busy =  
no control & feeling of importance**





**Agree**



**Disagree**



**Agree**



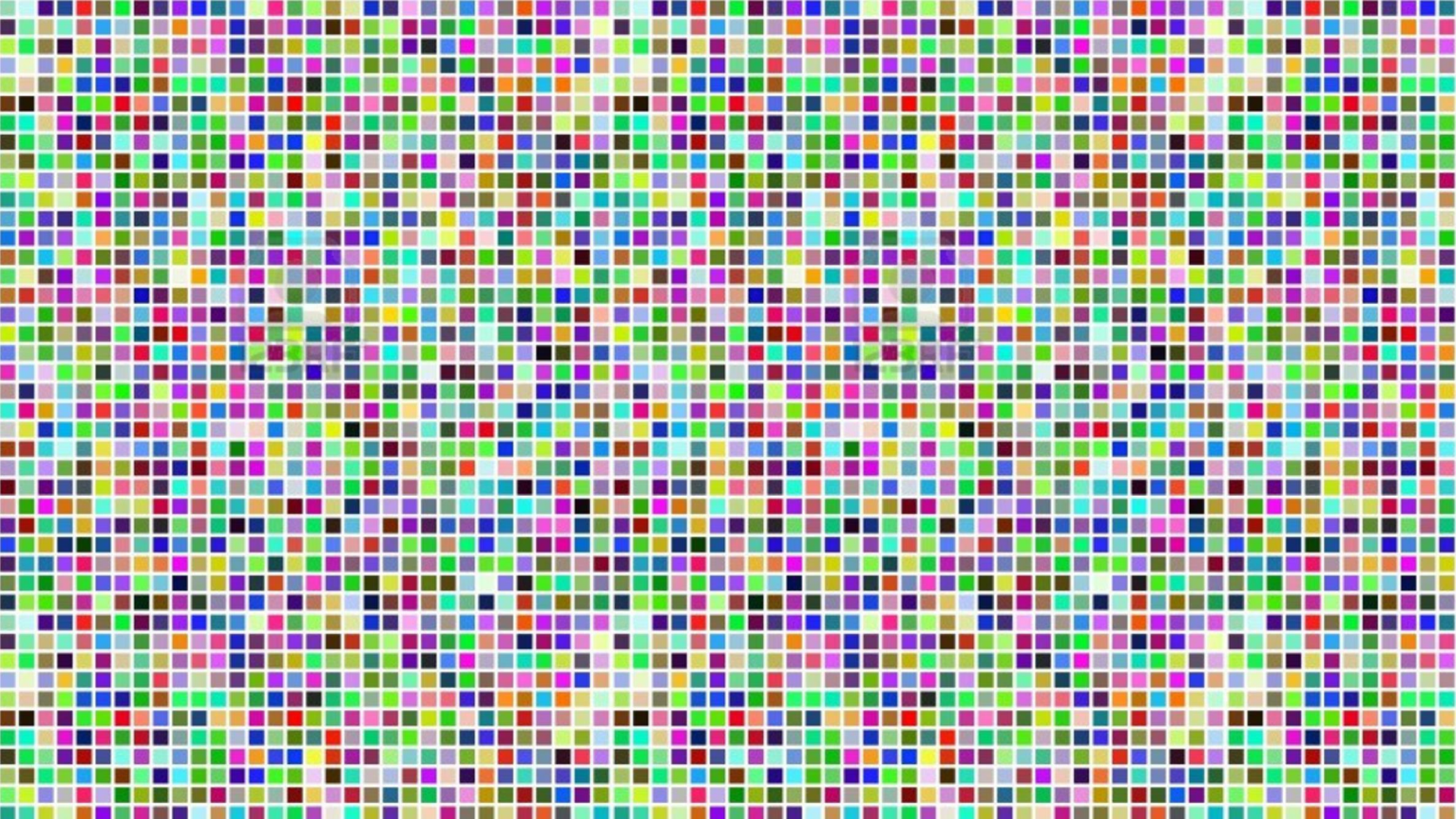
# A DAY IN THE LIFE

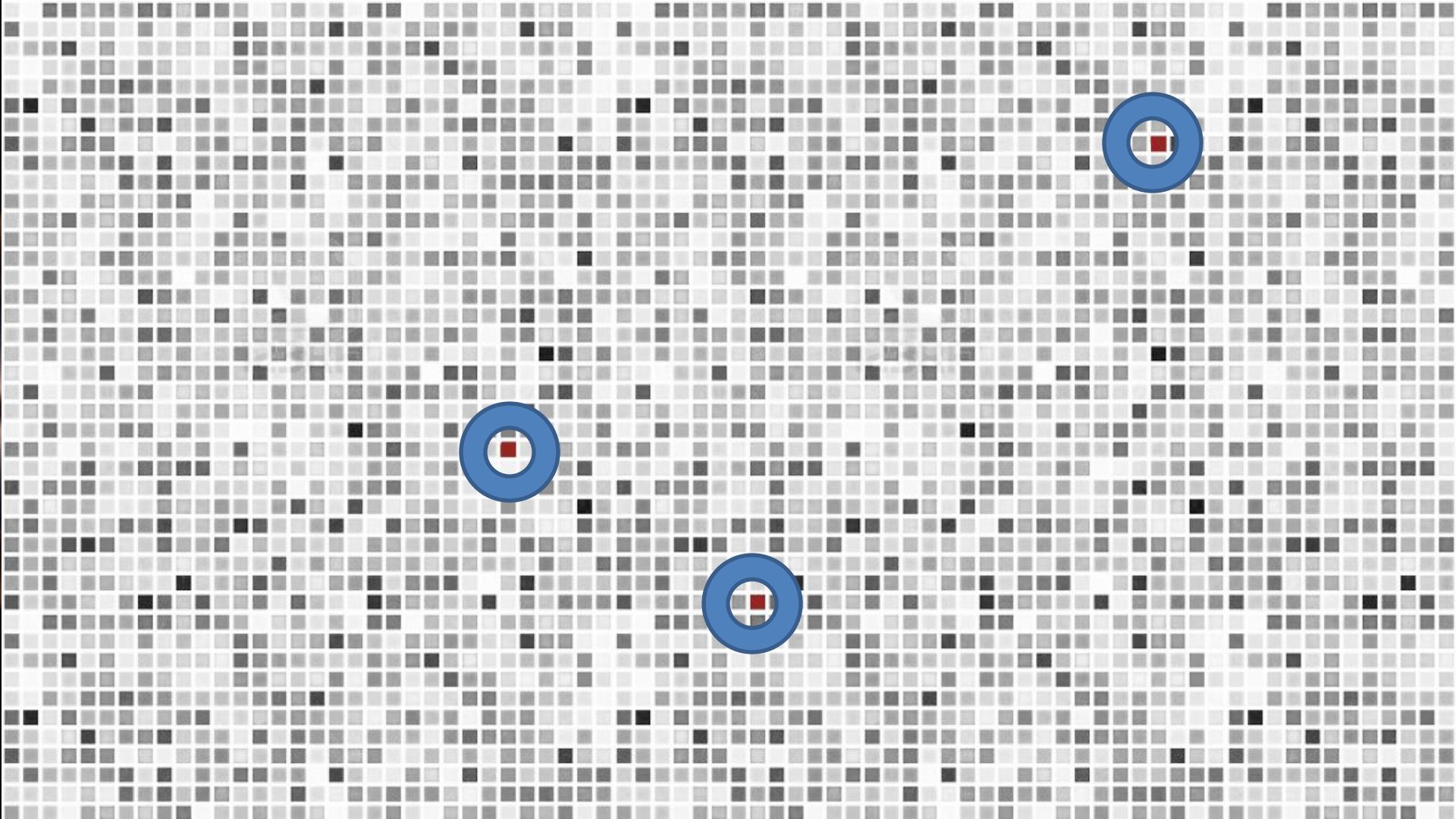


Eric Hoglund, RMP<sup>®</sup> GRI<sup>®</sup>













**I Run  
My Day**

**C  
H  
O  
I  
C  
E**

**My Day  
Runs Me**

# 10 Practical Tools to Maximize Your Daily Productivity





*“Many people forget that their smartphone, computer, and other devices exist for their convenience—not the convenience of everyone who wants to interrupt them throughout the day.”*

— [Chris Bailey](#)





**STARTING  
POINT**



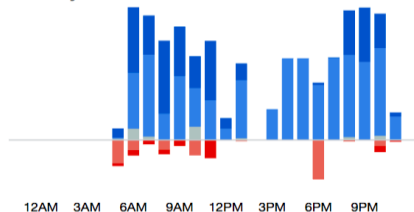
Find your ideal  
work-life balance.

Understand your daily  
habits so you can focus  
and be more productive.



**20h 24m**Logged this day  
7.5h more than the day before

time by hour



productivity pulse



↑ 49% from day before

**34%** Reference & Learning**16%** Design & Composition**15%** Entertainment**11%** Communication & Scheduling**9%** Business

"Success is the progressive realization of worthwhile, predetermined, personal goals." — Paul J. Meyer

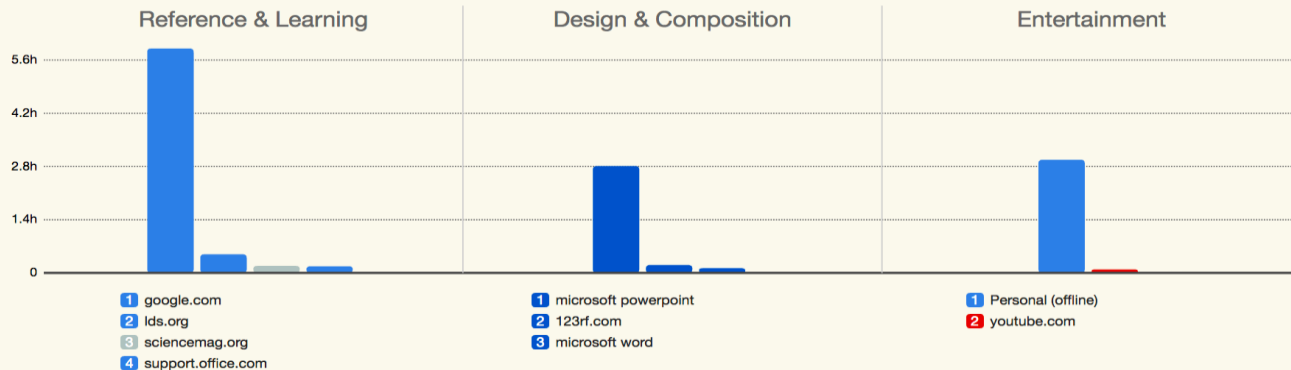








## Spotlight on your top activities this day

totals

daily patterns

changes over time



Activity <span>select multiple</span>	Category & Productivity Score		
mail.google.com	COMM/SCHEDULE : EMAIL	● DISTRACTING	DELETE
google.com	REFERENCE : SEARCH	● NEUTRAL	DELETE
google.com/calendar 	COMM/SCHEDULE : CALENDARS	● VERY PRODUCTIVE	DELETE
facebook.com 	SOCIAL NET. : GENERAL	● VERY DISTRACTING	DELETE
chat.google.com	REFERENCE : SEARCH	● NEUTRAL	DELETE
meridianbowlinglanes.com 	UNCATEGORIZED : UNCATEGORIZED	● VERY PRODUCTIVE	DELETE
drive.google.com	BUSINESS : GENERAL	● VERY PRODUCTIVE	DELETE
ago-item-storage.s3-external-1.amazonaws.com	UTILITIES : INTERNET UTILITIES	● PRODUCTIVE	DELETE
jumamy.com 	UNCATEGORIZED : UNCATEGORIZED	● VERY DISTRACTING	DELETE
cnn.com 	NEWS/OPINION : GENERAL	● VERY DISTRACTING	DELETE
amazon.com 	SHOPPING : GENERAL	● VERY DISTRACTING	DELETE

## Stay motivated with goals!

### #1 Less than **2 hours** per day on **All Distracting Time**

**When:** Workday

**Alerts:** Popup

**Reports:** [today](#), [this week](#), [this month](#) | [Open a daily timer](#)

[edit](#) [delete](#)

### #2 More than **1.25 hours** per day on **Writing**

**When:** 24x7

**Alerts:** Popup

**Reports:** [today](#), [this week](#), [this month](#) | [Open a daily timer](#)

[edit](#) [delete](#)

### #3 Less than **1 hour** per day on **Communication & Scheduling**

**When:** Workday

**Alerts:** Popup

**Reports:** [today](#), [this week](#), [this month](#) | [Open a daily timer](#)

[edit](#) [delete](#)

Set a new

You can see your goals on your dashboard, in your summary email, and in your report. You can also be alerted by pop up or when you pass your goal limit.

# Manually log time away from your computer

Saturday, March 31

Enter Offline Time Offline Time Settings



## What were you doing?

Meeting

Phone Call

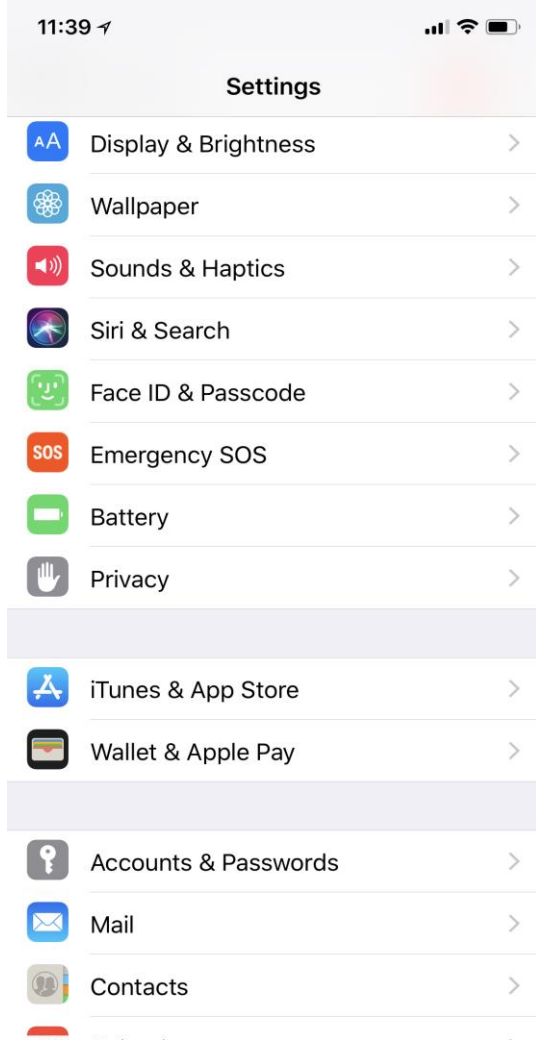
Other Work

Break

Lunch

Personal

+ new activity







## Moment – Screen Time Tracker 4+

Unplug. Use your phone less.

[Kevin Holesh](#)

#68 in Health & Fitness

★★★★★ 4K Ratings

Free • Offers In-App Purchases

### Screenshots [iPhone](#) [iPad](#) [Apple Watch](#)

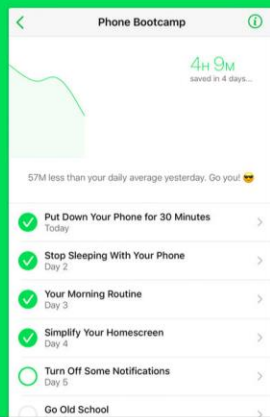
#### How Much Are You On Your Phone?

Moment tracks that for you



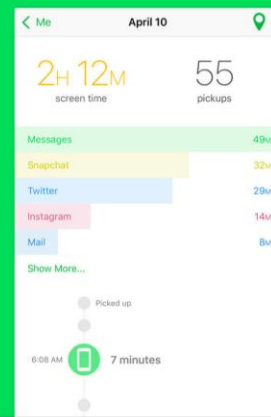
#### Get Back To Your Life

Learn how to use your phone less



#### Your Apps

See where you're spending your time



#### Your Family

Work on your screen time together

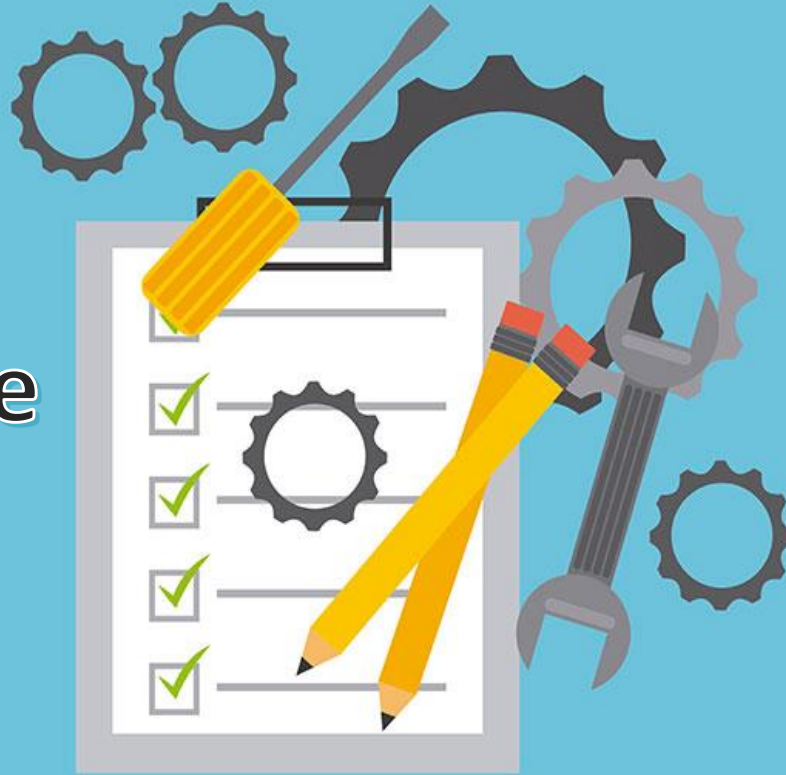




# Scheduled

# Maintenance

# Day



Pay bills

Buying things online

Check bank

Check credit card

Sign up for things

Book travel

Fantasy football

Check stocks

Batch it!

Don't give in...





Team, Athlete, Item, etc

Call us 800.366.6822 Live Chat

- NFL
- MLB
- NBA
- NHL
- COLLEGE
- MORE SPORTS
- CASES
- GAME-USED
- CARDS
- NEW
- OUTLET

HOME / MLB BASEBALL MEMORABILIA / SEATTLE MARINERS / MARINERS AUTOGRAPHED BATS / KEN GRIFFEY JR. / PRODUCT ID: 8401885



Click Image to Zoom



Ken Griffey Jr. Autographed Slugger Game Issued Bat Mariners TriStar 129549 (View all Ken Griffey Jr.)

\$1,846.99

As low as \$163/month with Affirm. Learn more

Free Shipping

Usually Ships in 1 Business Day

Qty: 1

ADD TO CART

Yes, add a display case for \$89.99

The SportsMemorabilia.com Advantage

- Lifetime Authenticity Guarantee
- Fast & Free Shipping
- Best Price Guarantee



4.7 Google Customer Reviews

Need help understanding this product?

Description

Ken Griffey Jr. Autographed Slugger Game Issued Bat Mariners TriStar 129549 Comes fully certified with Certificate of Authenticity and tamper-evident hologram. Also backed by SportsMemorabilia.com's Authenticity Guarantee.

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Call us 800.689.2001

Live Chat

Already a Customer? Sign In

ORDER SUMMARY

YOUR ITEM	ITEM & PRICE	QTY	TOTAL
	<a href="#">Ken Griffey Jr. Autographed Slugger Game Issued Bat Mariners TriSta...</a> <a href="#">Item #:8401885</a> \$1,846.99	1 <a href="#">EDIT</a> <a href="#">REMOVE</a>	<b>\$1,846.99</b>

Have a Coupon Code?

Update Grand Total

Subtotal:

**\$1,846.99**

Shipping:

FREE

Sales tax may apply based on shipping address.



TOTAL:

**\$1,846.99**

As low as \$163/month with [Affirm](#). [Learn more](#)  
Select **AFFIRM** as your payment method below.

SHIPPING OPTIONS

Congratulations! You qualify for free Ground shipping!



☒ Ground (3-5 days) - **FREE!**

☐ 3 Day - \$12.99

☐ 2 Day - \$18.99

☐ Overnight - \$24.99

[View Shipping Details](#)

Leave a message

# APRIL 2018

SUN

MON

TUE

WED

THU

FRI

SAT

1

2

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11

12

13

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29

30







5:00 - 6:00	_____
6:00 - 7:00	_____
7:00 - 8:00	_____
8:00 - 9:00	_____
9:00 - 10:00	_____
10:00 - 11:00	_____
11:00 - 12:00	_____
12:00 - 1:00	_____
1:00 - 2:00	_____
2:00 - 3:00	_____
3:00 - 4:00	_____
4:00 - 5:00	_____
5:00 - 6:00	_____
6:00 - 7:00	_____
7:00 - 8:00	_____
8:00 - 9:00	_____

# the Rule of 3

**Maximize your daily productivity by scheduling and sticking to the schedule:**

1. Schedule your lead measure activities. Three weekly objectives.
2. Schedule your three daily tasks.
3. Schedule your email checking time.



S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5
6	7	8	9	10	11	12

Add a coworker's calendar +

My calendars ^

- ☒ Andrew Propst
- ☐ Andrew Propst
- ☐ Birthdays
- ☐ David Leung
- ☐ HomeRiver
- ☐ Reminders

Other calendars ^

- ☐ Holidays in United States

2

	Hold for bruce and brent, 12am
GMT-06	
Jan 11	
6am	Crush Morning 6 – 7:30am
7am	
8am	Get ready 7:30 – 8:30am
9am	Morning Meeting, 8:30am
	Email, 9am
	Sign Application at ABC, 9:30am
10am	Train Daleen 10 – 11:30am
11am	
	Email, 11:30am
12pm	Lunch 12 – 1pm
1pm	Andrew Smallwood's Zoom Meeting, 1pm
	HRG Pipeline calls 1:30 – 2:30pm
2pm	
	Email, 2:30pm
3pm	Train 3 – 4pm
4pm	Write IBR Multifamily Article 4 – 5pm
5pm	Review Presentation with Mac, 5pm
	Email Catch up, 5:30pm
6pm	Go Home at 6 – 6pm

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
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2

Hold for bruce and brent, 12am

GMT-06

6am

Crush Morning  
6 – 7:30am

7am

8am

Get ready  
7:30 – 8:30am

9am

Email, 9am

10am

Train Daleen  
10 – 11:30am

11am

Email, 11:30am

12pm

Lunch  
12 – 1pm

1pm

Andrew Smallwood's Zoom Meeting, 1pm

2pm

Email, 2:30pm

3pm

Train  
3 – 4pm

4pm

Write IBR Multifamily Article

5pm

Email Catch up, 5:30pm

6pm

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
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Other calendars ^

- ☐ Holidays in United States

2

Hold for bruce and brent, 12am

GMT-06

6am

Crush Morning  
6 – 7:30am

7am

8am

Get ready  
7:30 – 8:30am

9am

Morning Meeting, 8:30am

Email, 9am

10am

Sign Application at ABC, 9:30am

11am

12pm

Email, 11:30am

Lunch  
12 – 1pm

1pm

Andrew Smallwood's Zoom Meeting, 1pm

2pm

HRG Pipeline calls  
1:30 – 2:30pm

3pm

Train  
3 – 4pm

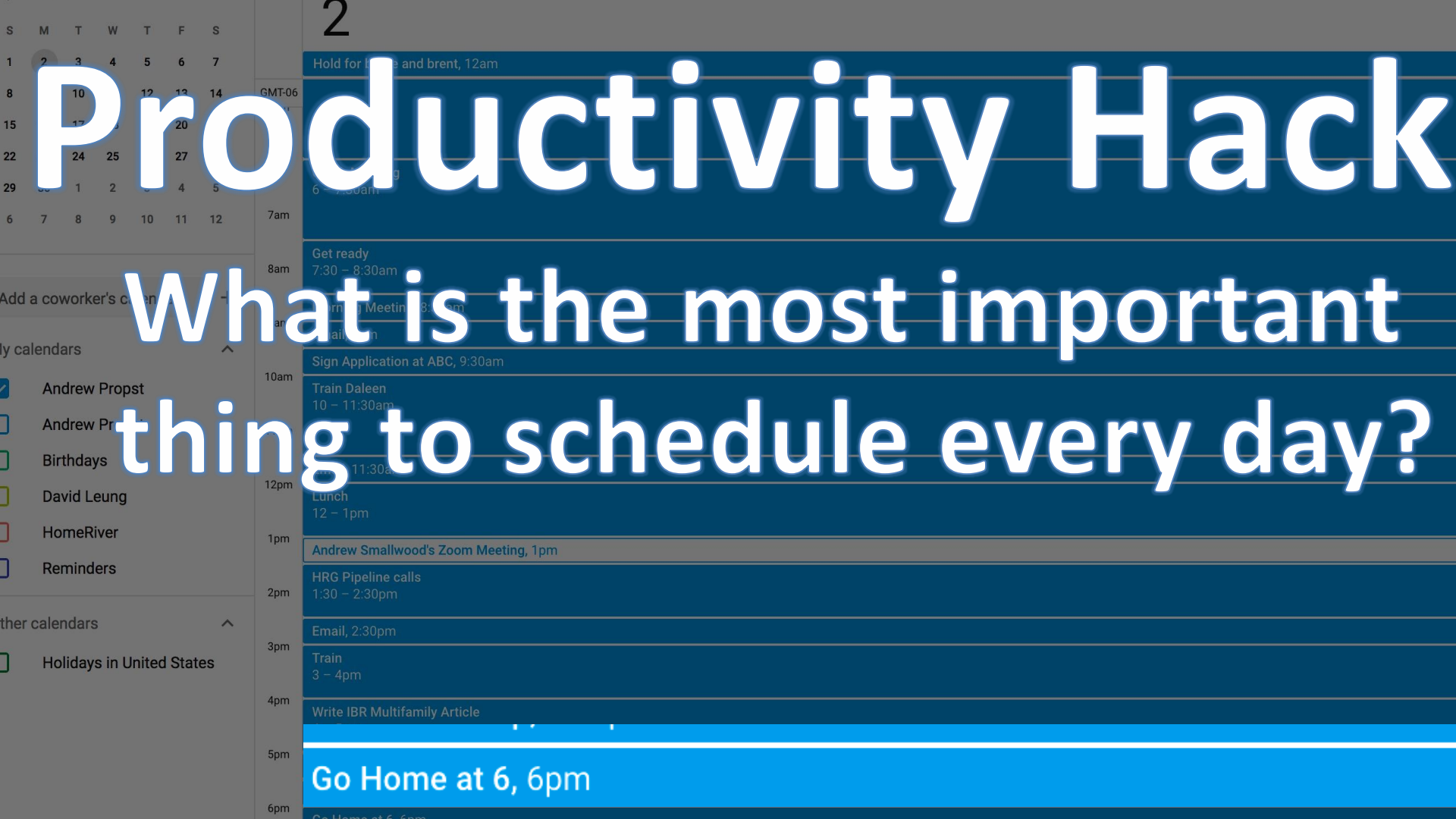
4pm

Write IBR Multifamily Article

5pm

Write IBR Multifamily Article  
4 – 5pm

6pm



2

# Productivity Hack

What is the most important thing to schedule every day?

ly calendars

Andrew Propst

Andrew Pr

Birthdays

David Leung

HomeRiver

Reminders

ther calendars

Holidays in United States

7am

8am

10am

12pm

1pm

2pm

3pm

4pm

5pm

6pm

Hold for lunch and brent, 12am

Get ready  
7:30 - 8:30am

Sign Application at ABC, 9:30am

Train Daleen  
10 - 11:30am

Lunch  
12 - 1pm

Andrew Smallwood's Zoom Meeting, 1pm

HRG Pipeline calls  
1:30 - 2:30pm

Email, 2:30pm

Train  
3 - 4pm

Write IBR Multifamily Article

Go Home at 6, 6pm

Sun	Mon	Tue	Wed	Thu	Fri
1	2	3	4	5	6
	Crush morning including going back and writing down the challenges in the productivity book 5 – 7:30am the productivity book	Crush Morning 5:30 – 8am	Crush morning 5:30 – 7:30am		Crush morning 5 – 7am
				Crush morning - Walk, Meditate, Be Awesome! 6 – 7:30am	Post feesPost feesPost fees
Crush Morning 7:30 – 9:30am	Get ready work 7:30 – 8:30am		Got to work 7:30 – 8:30am	Get ready for the day a, 7:30am	Training with Michele 7 – 8:30am
	Morning meeting, 8:30am	Got to work/meeting 8 – 9am	Meeting, 8:30am	Maintenance meeting, 8am	Eric fill out the Weekly S, 8am
	Check email, 9am	Emails and training with Michele 9 – 10am	Email review with Michele 9 – 10am	Doug greenfield 8:30 – 9:30am	Meeting, 8:30am
	Quick Introduction Call, 9:30am			HR Realty Compliance, 9:30am	HRG - Weekly Initiatives Catch-Up 9am, 888.407.5039,,11398349#
Conf 10am – 12pm	Train 10 – 11:30am	Kimberlee Wallace 2nd ii, 10am	Finish outline for Bob at , 10am	Chris, Doug and Andy Call 10am, Conference # 857-216-606	Meeting with Mike 10am – 12pm Meridian Bowling Lanes
		Catch up on calls, 10:30am	Ron and andy shoot video and di 10:30am, 208-921-6963	Andy Calling You and We, 11am	
	Shonda Birthday Lunch 11:30am, Brick 29 Bistro	Prep for clayton meeting, 11am	KPI Tech Staff, 11:30am	Lunch 11:30am – 1pm You pick	
Fam time 12 – 2pm	Check Email, 12:30pm	New Hire Lunch- Michele Church 12 – 1:30pm Where There is Grub!	Lunch 12pm, Kahootz		Get food, 12pmMeeting Janet I
	Train 1 – 2pm		Email Catchup, 1pm	Compliance Training 1pm, 625 S Stratford Dr. Ste 200	Nathan talks to Andy and Doug a 12:30 – 1:30pm
			Phone Call, 1:30pm		Training with M 1:30 – 3pm
Conf 2 – 4pm	Chat with Matt, 2pm		Ross and Andy Bonding T, 2pm		Michele out for 1:30 – 2:30pm
	Train 2:30 – 4pm	Train 2:30 – 4pm	Quick meeting for Deposits in M 2:30pm, Memphis	LPMA write summary, 2:30pm	Turn Key Game Plan, 2:30pm
			Doug and Andy talk ab, 3:30pm	Training with M 3 – 4pm	Email, 3pm
Chill and catch up 4 – 5:30pm	Call todd weltner, 4pm	30 Minute Phone Convers, 4pm	Make calls and knock out TDL 4 – 5pm		Call with Andrew Waite Prez of P 3:30 – 4:30pm
	Check email 4:30 – 5:30pm	Get caught up - check in with Ma 4:30pm, with Mac, Monica, Jeff a	Finish outline for LPMA 5 – 6pm	Checklist catch-up 5 – 6pm	Checklist items - turn off email 4:30 – 6pm
Dinner at parents house 5:30 – 7pm parents house	Home 5:30 – 6:30pm	Work late 5:30 – 7:30pm	Go home, 6pm	Go Home 6 – 7pm	Go home 6 – 7pm
	Shonda party 6:30 – 9pm		Brooklyn parent teachg, 6:40pm		
Put kids to bed 7 – 8pm			Sam parent teacher conference	KIDS 7 – 9pm	Kids/Baseball 7 – 10pm







Facebook



Twitter



Google+



Calendar



Messages



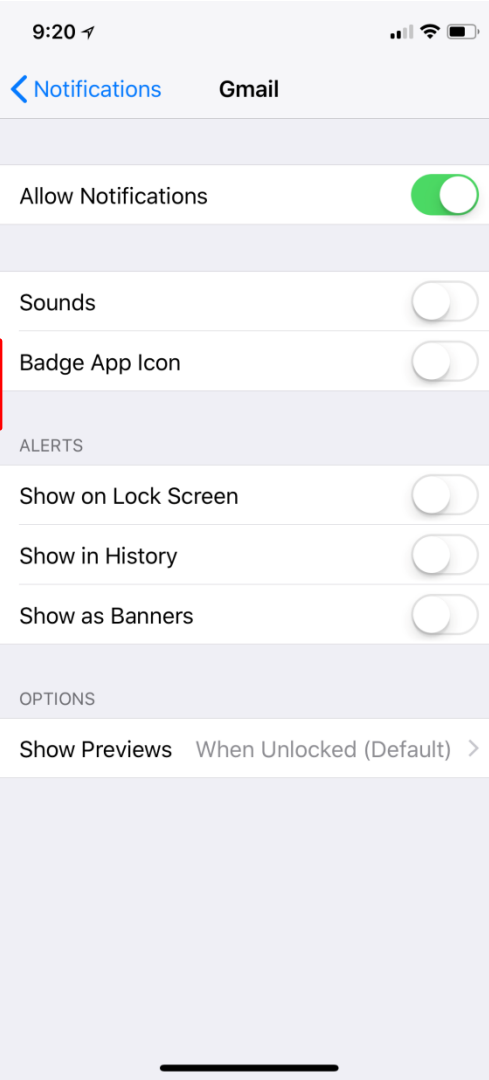
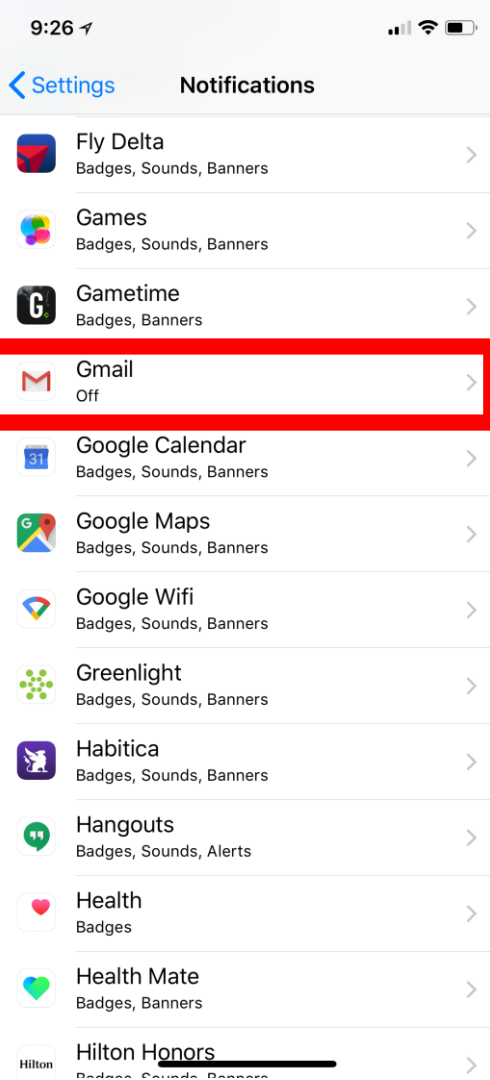
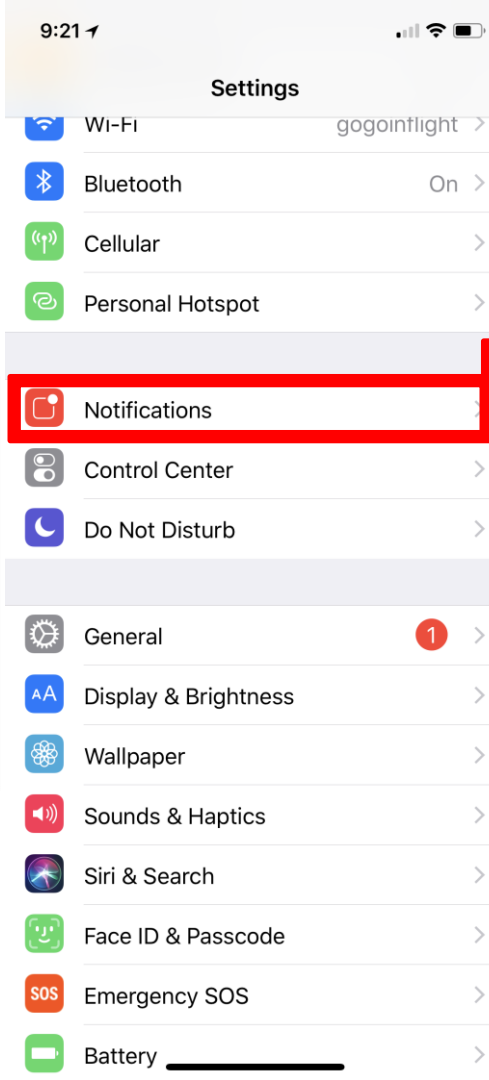
Instagram

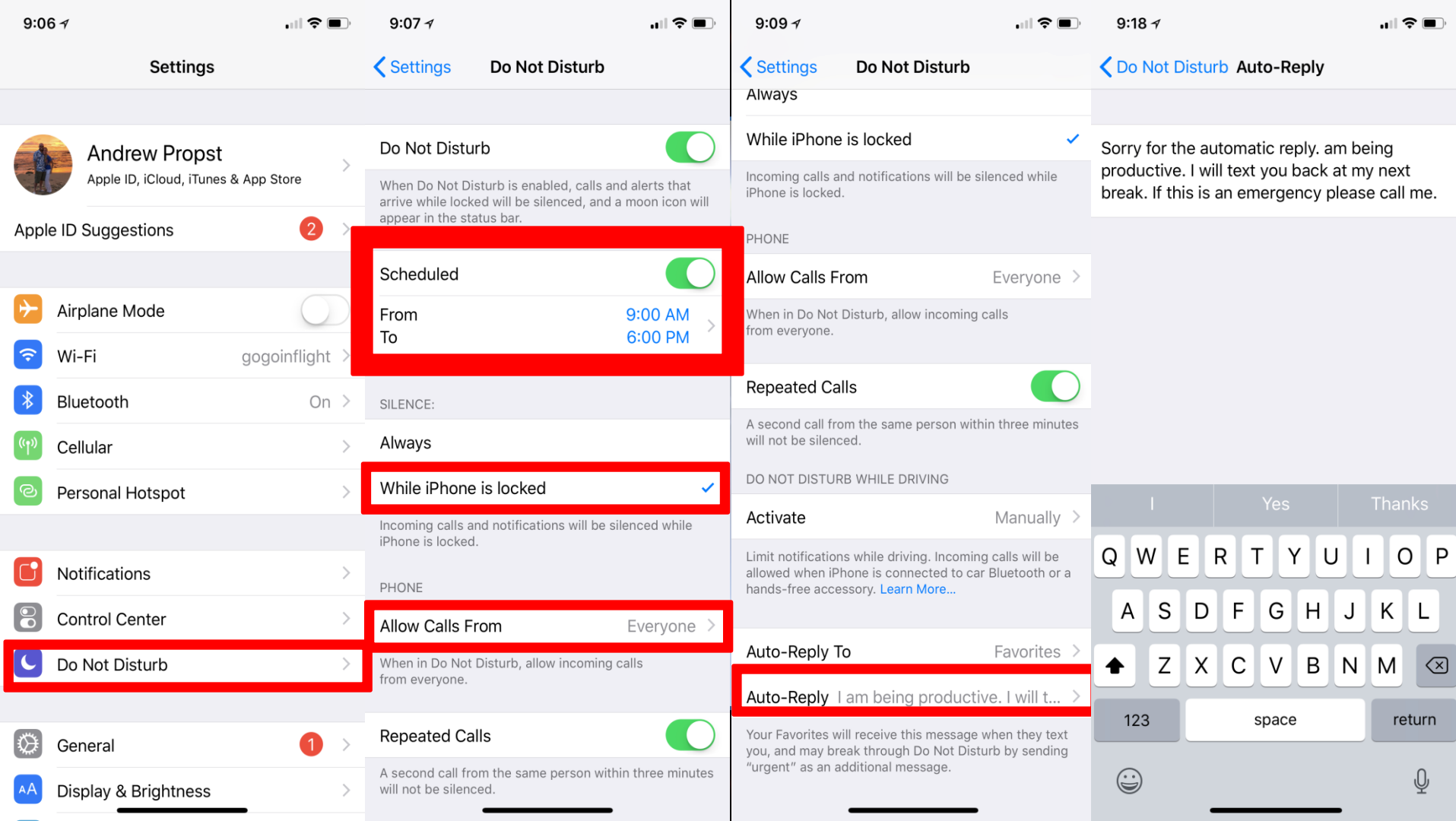


Mail



App Store









11:03



No interruptions for the next 30  
minutes

Tap to Edit >

**Roger that. T-minus 30 minutes  
and counting...**



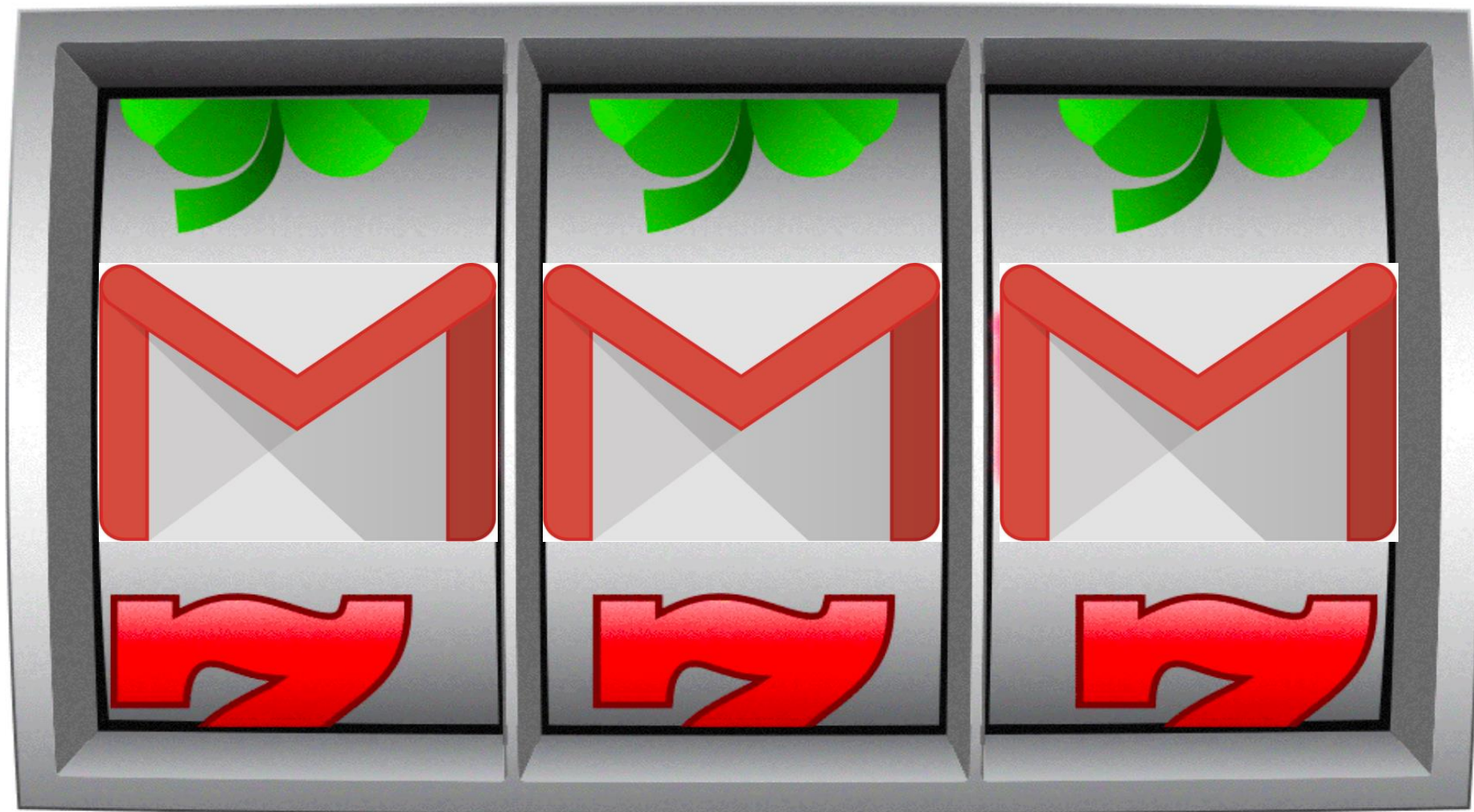
CLOCK

29:56















# Inbox When Ready

for Gmail™ and Inbox by Google™



Gmail ▾

Show Inbox



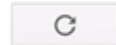
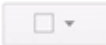
More ▾

COMPOSE



Gmail ▾

Show Inbox



More ▾



COMPOSE

0 GB (0%) of 15 GB used  
[Manage](#)

[Terms](#) - [Privacy](#)

Last account activity: 0 minutes ago.  
Open in 1 other location [Details](#)

Inbox

Starred

Sent Mail

Drafts

More ▾



Welcome

Frequency

Time

**Schedule**

Upgrade

Troubleshooting

Privacy

## Schedule

You should check your inbox on a regular schedule.

### Inbox Lockout Schedule

Disable the [Show Inbox] button during the periods you specify.

**Pro tip:** Try scheduling lockouts for early mornings, evenings and weekends.

☒ Enable Inbox Lockout Schedule

#### Lock me out of my inbox at these times:

Day(s) of the week:

☒ Mon ☒ Tues ☒ Wed ☒ Thu ☒ Fri ☐ Sat ☐ Sun

Start time: 04 : 00 AM End time: 09 : 00 AM

Day(s) of the week:

[Remove](#)

☒ Mon ☒ Tues ☒ Wed ☒ Thu ☒ Fri ☒ Sat ☒ Sun

Start time: 09 : 30 AM End time: 11 : 30 AM

SAVE CHANGES



Welcome

Frequency

Time

Schedule

Upgrade

Troubleshooting

Privacy

## Hidden by Default

Hide your inbox by default, so you can open Gmail to write messages or search your archive *without getting distracted*.

☒ Make my inbox hidden by default

## Inbox Autohide

Hide your inbox automatically after a period of inactivity.

☒ Enable Inbox Autohide

Hide my inbox after  minutes of inactivity.

## Impulse Check BETA

Break the habit of compulsively checking your inbox by putting a limit on the number of times you can check each day.



How many times do you want to check your inbox per day?

What should happen if you exceed this limit?

SAVE CHANGES





 Primary Social Promotions +

Mike Erkmann

Mar 21

☐ Idaho Business Review Article Submission

Each of you have been selected by the Idaho CCIM Board to proceed forward with an article submission

me, Jessica (4)

Mar 14

☐ Need help

Message moved to top of Inbox by Boomerang (view this conversation) Boomerang-Returned H2P Fwds

me .. FollowUp.cc (8)

Mar 14

☐ Build to Rent

Real Estate Investments Flatlined? Boomerang Boomerang-Returned FollowUp.cc/Returned H2P Fwds

## Idaho Business Review Article Submission

Inbox x



Mike Erkmann

Mar 21 (7 days ago)

to me, Devin, LeAnn, bryan.churchill, cadams, Paul, Anna, David

Each of you have been selected by the Idaho CCIM Board to proceed forward with an article submission for the Idaho Business Review magazine insert. The run date for this publication will be May 18<sup>th</sup>. As a reminder, here are the guidelines as set by the IBR:

- 350-500 words / page
- please include hi-res photos, if desired (otherwise, we will use stock photos -- feel free to make suggestions)
- author headshot photo (hi-res)
- author bio (50 words -- short and sweet)
- **Submission Deadline to CCIM Board -- April 10<sup>th</sup>**

Thanks to each of you for your willingness to participate. I strongly recommend that we not wait to the last minute as this is usually reflected in the article itself. This is a great opportunity to promote our sponsors and the professionalism of the CCIM designation. Please let me know if you have questions.

Thanks,  
Mike

Michael C. Erkmann, Principal, CCIM

[5531 N Glenwood Street](#)[Boise, Idaho 83714](#)Main: [208-229-2020](#)Direct: [208-229-6015](#)Cell: [208-629-6003](#)[mike@naiselect.com](mailto:mike@naiselect.com)[www.naiselect.com](http://www.naiselect.com)**NAISelect**

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- 400 Offices
- 55 Countries Worldwide
- 425 Million SF Under Management
- \$20 Billion in Annual Transaction Volume

[Click here to Reply, Reply to all, or Forward](#)

The conversation has been archived. [Learn more](#) [Undo](#)

1-3 of 3

IMPOSE

Primary

Social

Promotions

Mike Erkmann

Mar 21

Idaho Business Review Article Submission

Inbox x



SALES NAVIG

☐ Idaho Business Review Article Submission  
Each of you have been selected by the Idaho CCIM

me, Jessica (4)

☐ Need help  
Message moved to top of Inbox by Boomerang (v

me ... FollowUp.cc (8)

☐ Build to Rent  
Real Estate Investments Flatlined? Boomerang

### Inbox Pause by Boomerang ?

☐ Turn on Auto-Responder

☒ Delivery exceptions

While paused, continue delivering messages

from addresses:

or addressed to:

or from domains:

or with words:

☐ Hide label ?

☒ Bring messages into Inbox on a schedule

☐ Weekdays only

9:00 AM

11:30 AM x

1:30 PM x

5:00 PM x

9:00 PM x

Add Time

☐ Unpause automatically After 2 hours

Pause

Cancel

Mar 21 (7 days ago)



cadams, Paul, Anna, David  
ne Idaho CCIM Board to proceed forward with an article review magazine insert. The run date for this reminder, here are the guidelines as set by the IBR:



Mike Erkmann  
CCIM

Boise, Idaho Area

Connect



Icebreakers

1 shared connect



Unlocked

Help Privacy & Terms

**NAISelect**  
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- 400 Offices
- 55 Countries Worldwide
- 425 Million SF Under Management
- \$20 Billion in Annual Transaction Volume

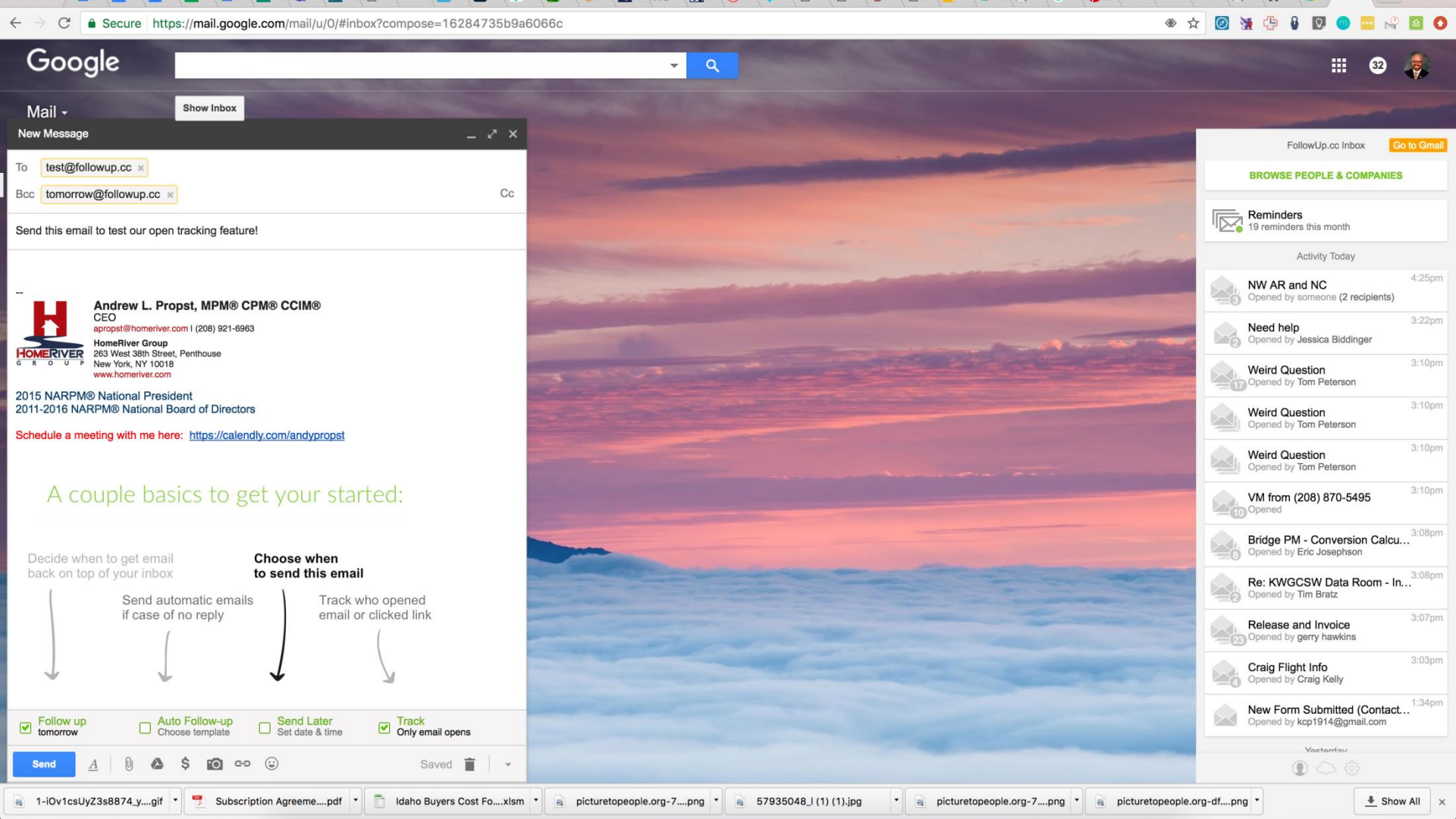


Click here to [Reply](#), [Reply to all](#), or [Forward](#)



# FollowUp.cc

Put email to work.





Mail - Show Inbox

New Message

To: test@followup.cc  
Bcc: tomorrow@followup.cc

Send this email to test our open tracking feature!

Andrew L. Propst, MPM® CPM® CCIM®  
CEO  
apropst@homeriver.com | (208) 921-6963  
HomeRiver Group

Set reminder

Later today 12:43 am

✓ **Tomorrow** Mon, 7:00 am of Directors

2 days Tue, 9:43 pm ps://calendly.com/andypropst

3 days Wed, 9:43 pm

4 days Thu, 9:43 pm

Next week Mon, 7:00 am

1 week Sun, 9:43 pm

2 weeks Sun, 9:43 pm

Weekday

Recurring reminders

Pick date & time

Send reminder to everyone

Cancel when someone replies

to get your started:

Choose when to send this email

Track who opened email or clicked link

Follow up tomorrow Auto Follow-up Choose template Send Later Set date & time Track Only email opens

Send

FollowUp.cc Inbox Go to Gmail

BROWSE PEOPLE & COMPANIES

Reminders 19 reminders this month

Activity Today

- NW AR and NC 4:25pm  
Opened by someone (2 recipients)
- Need help 3:22pm  
Opened by Jessica Bidding
- Weird Question 3:10pm  
Opened by Tom Peterson
- Weird Question 3:10pm  
Opened by Tom Peterson
- Weird Question 3:10pm  
Opened by Tom Peterson
- VM from (208) 870-5495 3:10pm  
Opened
- Bridge PM - Conversion Calcu... 3:08pm  
Opened by Eric Josephson
- Re: KWGCSW Data Room - In... 3:08pm  
Opened by Tim Bratz
- Release and Invoice 3:07pm  
Opened by gerry hawks
- Craig Flight Info 3:03pm  
Opened by Craig Kelly
- New Form Submitted (Contact... 1:34pm  
Opened by kcp1914@gmail.com



Google

Mail

Hide Inbox

COMPOSE

Inbox (1)

Starred

Sent Mail

Drafts (12)

@SaneLater

@SaneNews

@SaneNoReplies

\*@HBID

\*Multifamily Projects

\*reimbursements

Andrew

5 Invites

Joshua Smith

No sway at all, right

Doug Dale

Dick

Danny Harlow

common people

Kyle Christensen

okay

Joceyin Hams

Is that all she needs

Sydney French

You: ok

Ross Patterson

You: Need answers A...

Primary

Social 2 new  
LinkedIn, Twitter

Promotions

Main: 208-229-2020

- ☐ **RescueTime Team** 9:43 pm  
**RescueTime alert for Email**  
RescueTime personal time management Rats! You s...
- ☐ RescueTime Team 8:02 pm  
Organize your activities with categories  
RescueTime personal time management Hi there, Ca...
- ☐ me, Mitch (4) Mar 30  
Louisville Market  
All Trade Kind regards. J. Mitchell Collins President D...
- ☐ Ray Hespern Mar 29  
Documents  
Andy, Should have the updated shareholder agreeeme...
- ☐ Mike Erkmann (2), **Draft** Mar 21  
**Idaho Business Review Article Submission**  
Can you send me the multifamily research by Tuesda...
- ☐ me, Jessica (4) Mar 14  
Need help  
Message moved to Boomerang-Returned H2P Fwds
- ☐ me .. FollowUp.cc (8) Mar 14  
Build to Rent  
Boomerang Boomerang-Returned

Follow up

<< April 2018							May 2018 >>						
Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7	29	30	1	2	3	4	5
8	9	10	11	12	13	14	6	7	8	9	10	11	12
15	16	17	18	19	20	21	13	14	15	16	17	18	19
22	23	24	25	26	27	28	20	21	22	23	24	25	26
29	30	1	2	3	4	5	27	28	29	30	31	1	2

Confirm

Tue, 3 Apr 2018 5pm

Save

Cancel

Pick date & time

☐ Send reminder to everyone

☐ Cancel when someone replies

Each of you have been selected by the Idaho CCIM Board to proceed forward with an

☒ Follow up tomorrow

☐ Auto Follow-up Choose template

☐ Send Later Set date & time

☒ Track Only email opens

Send +

Send

Saved

Securehttps://mail.google.com/mail/u/0/#inbox

Google

32

Mail

COMPOSE

Inbox (1)

Starred

Sent Mail

Drafts (12)

@SaneLater

@SaneNews

@SaneNoReplies

\*@ HBID

\*Multifamily Projects

\*reimbursements

Andrew

5 Invites

Joshua Smith

Doug Dale

Danny Harlow

Kyle Christensen

Joceyln Hams

Sydney French

Ross Patterson

Hide Inbox

Primary

Social2 new

Promotions

RescueTime Team9:43 pm

RescueTime alert for Email

RescueTime personal time management Rats! You s;

RescueTime Team8:02 pm

Organize your activities with categories

RescueTime personal time management Hi there, Ca

me, Mitch (4)Mar 30

Louisville Market

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me, Jessica (4)Mar 14

Need help

Message moved to : Boomerang-Returned H2P Fwds

me .. FollowUp.cc (8)Mar 14

Build to Rent

Boomerang Boomerang-Returned

Main: 208-229-2020

Direct: 208-229-6015

Cell: 208-629-6003

mike@naiselect.com

www.naiselect.com

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Unlock Full V

Help Privacy & Terms

ToJessica Biddinger (parkplaceid.com)

Cc

Bcc tomorrow@followup.cc

Can you send me the multifamily research by Tuesday at 5pm?

Forwarded message

From: Mike Erkmann <mike@naiselect.com>

Date: Wed, Mar 21, 2018 at 6:21 AM

Subject: Idaho Business Review Article Submission

To: Andrew Propst <apropst@homeriver.com>, Devin Ogden <Devin.Ogden@colliers.com>, "LeAnn M. Hume, CCIM, CLS" <LeAnn.Hume@paccra.com>, "bryan.churchill@wafd.com" <bryan.churchill@wafd.com>, "cadams@nextitle.com" <cadams@nextitle.com>, Paul Kenny <paul@kenny-bogue.com>, Anna Eberlin <AEEberlin@hollandhart.com>

Cc: David Gronbeck <davidg@leeidaho.com>

Each of you have been selected by the Idaho CCIM Board to proceed forward with an

Follow up tomorrow

Auto Follow-up Choose template

Send Later Set date & time

Track Only email opens

Send +

Send

A

\$

Saved

RescueTime Team In this email

Anna

Add to your contacts

+

BC Bryan Churchill

bryan.churchill@wafd.com

Next: -

C cadams

Add to your contacts

+

D David

Add to your contacts

+

D Devin

Add to your contacts

+

L LeAnn

Add to your contacts

+

ME Mike Erkmann

mike@naiselect.com

Next: -

P Paul

Add to your contacts

+

1-I0v1csUyZ3s8874\_y....gif

Subscription Agreeme....pdf

Idaho Buyers Cost Fo...xlsm

picturetopeople.org-7....png

57935048\_I (1) (1).jpg

picturetopeople.org-7....png

picturetopeople.org-df....png

Show All

Primary

RescueTime Team 9:43 pm

RescueTime alert for Email

RescueTime personal time management Rats! You s...

RescueTime Team 8:02 pm

Organize your activities with categories

RescueTime personal time management Hi there, Ca...

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me, Jessica (4) Mar 14

Need help

Message moved to Boomerang-Returned H2P Fwds

me .. FollowUp.cc (8) Mar 14

Build to Rent

Boomerang Boomerang-Returned

Social 2 new

LinkedIn, Twitter

Promotions

apropst@homeriver.com | (208) 921-6963

HomeRiver Group

263 West 38th Street, Penthouse

New York, NY 10018

www.homeriver.com

2015 NARPM® National President

2011-2016 NARPM® National Board of Directors

Schedule a meeting with me here: <https://calendly.com/andypropst>

Read more...

AL Allison Leung

Add to your contacts

MJ Mindy Jensen

mindy@biggerpockets.com

Next: Feb 1

reminder@followup.cc

Role-based

# April 2018

☒ Show Past Reminders

4 2018 Show All Email Addresses

<< Mar 2018

Apr 2018

May 2018 >>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p>07:00am: Fwd: Release and Invoice 1</p> <p>07:00am: Fwd: VM from (208) 870-5495</p> <p>07:00am: Fwd: Receipt#635353</p> <p>07:00am: Fwd: Craig Flight Info</p> <p>08:00am: Fwd: Scoreboard</p> <p>05:00pm: Send in Kudos</p>	<p>07:00am: Fwd: Question - Meridian Bowling Lanes and Strikers, Inc. 2</p> <p>07:00am: Fwd: check with tom in one week.</p> <p>07:00am: Fwd: New CoreVest contact</p> <p>07:00am: Louisville Market</p> <p>07:00am: Re: HRG - Acquisition Pipeline Tracker - Follow Up Items</p> <p>08:00am: Fwd: Scoreboard</p> <p>01:00pm: Re: Twig Reminder</p> <p>04:12pm: Re: Meeting</p> <p>05:00pm: Send in Kudos</p> <p>05:51pm: Fwd: Sugar City build pics</p> <p>05:51pm: Fwd: CTR Rental Properties shared "Sugar City Build Site" with you</p>	<p>07:00am: Do This 3</p> <p>07:00am: Fwd: Perfect Ad and ShowMojo (Responses) - Invitation to edit</p> <p>08:00am: Fwd: Scoreboard</p> <p>10:08am: Fwd: Airport drop-off/Cardinal Transportation #82483</p> <p>03:37pm: Guest bed and bath - second floor &amp; photo of living/dining area</p> <p>05:00pm: Send in Kudos</p>	<p>08:00am: Fwd: Scoreboard 4</p> <p>12:00pm: Fwd: Weird Question</p> <p>03:47pm: Fwd: FW: Cuatro Gringos, LLC - **NEW BUSINESS** CPK Acord Application</p> <p>05:00pm: Send in Kudos</p>	<p>08:00am: Fwd: Scoreboard 5</p> <p>09:17am: Fwd: Weird Question</p> <p>03:08pm: Fwd: Crown Awards Order #07883720 Confirmation</p> <p>05:00pm: Send in Kudos</p> <p>07:16pm: Fwd: Home Purchase and Rehab LOC</p> <p>07:43pm: Fwd: Weird Question</p> <p>07:44pm: Fwd: Weird Question</p> <p>08:12pm: Re: inspection summary</p>	<p>07:00am: Fwd: Shepherd CG 10 Slides.pdf 6</p> <p>07:00am: OPSP Quick Review</p> <p>07:00am: OPSP Review</p> <p>07:00am:</p> <p>08:00am: Fwd: Scoreboard</p> <p>05:00pm: Send in Kudos</p>	<p>07:00am: WB QUOTES 7</p> <p>08:00am: Fwd: Scoreboard</p> <p>05:00pm: Send in Kudos</p>
<p>08:00am: Fwd: Scoreboard 8</p> <p>09:41am: Re: question</p> <p>05:00pm: Send in Kudos</p>	<p>08:00am: Fwd: Scoreboard 9</p> <p>01:00pm: Re: Twig Reminder</p> <p>05:00pm: Send in Kudos</p>	<p>07:00am: Fwd: Perfect Ad and ShowMojo (Responses) - Invitation to edit 10</p> <p>07:00am: Do This</p> <p>08:00am: Fwd: Scoreboard</p> <p>03:43pm: Re: Interview with Jason Hull on The #DoorGrowShow</p> <p>05:00pm: Send in Kudos</p>	<p>08:00am: Fwd: Scoreboard 11</p> <p>05:00pm: Send in Kudos</p>	<p>08:00am: Fwd: Scoreboard 12</p> <p>04:51pm: Fwd: May Doodle Poll</p> <p>05:00pm: Send in Kudos</p>	<p>07:00am: OPSP Review 13</p> <p>07:00am:</p> <p>07:00am: OPSP Quick Review</p> <p>08:00am: Fwd: Scoreboard</p> <p>05:00pm: Send in Kudos</p>	<p>07:00am: WB QUOTES 14</p> <p>08:00am: Fwd: Scoreboard</p> <p>05:00pm: Send in Kudos</p>



unroll.me



All done! We found...

# 145

subscriptions 🦵

Start editing!

Rollup (0)











Unsubscribed (0)

Inbox (0)



New (144)

Continue

A

 <b>American Airlines</b> aa.com	+ Add to Rollup	✓ Keep in Inbox	✕ Unsubscribe
 <b>David Chase</b> advancedcfo.com	+ Add to Rollup	✓ Keep in Inbox	✕ Unsubscribe
 <b>Richard Meyer Via Alignable</b> alignable.com	+ Add to Rollup	✓ Keep in Inbox	✕ Unsubscribe
 <b>Amazon Prime</b> amazon.com	+ Add to Rollup	✓ Keep in Inbox	✕ Unsubscribe
 <b>Aimee Miller</b> appfolio.com	+ Add to Rollup	✓ Keep in Inbox	✕ Unsubscribe
 <b>Apple Music</b> applemusic.com	+ Add to Rollup	✓ Keep in Inbox	✕ Unsubscribe
 <b>Asana</b> asana.com	+ Add to Rollup	✓ Keep in Inbox	✕ Unsubscribe
 <b>Athas Capital Group</b> athascapital.com	+ Add to Rollup	✓ Keep in Inbox	✕ Unsubscribe
 <b>Audible</b> (2) ▾	+ Add to Rollup	✓ Keep in Inbox	✕ Unsubscribe
 <b>Avis</b> avis.com	+ Add to Rollup	✓ Keep in Inbox	✕ Unsubscribe

B

 <b>Astor &amp; Black</b> belloverde.com	+ Add to Rollup	✓ Keep in Inbox	✕ Unsubscribe
 <b>Steve Jensen</b> bhhsecards.com	+ Add to Rollup	✓ Keep in Inbox	✕ Unsubscribe

Okay, you're all set! ✨

We'll let you know when we find new subscriptions.

50

Emails unsubscribed

66

Emails rolled up

28

Emails kept in inbox

Share on Twitter

Share on Facebook

## What time do you want to receive your rollup?

Choose a time that best suits your schedule. Read your Rollup in bed, at lunchtime, or on your way home!



Morning



Afternoon



Evening


[Archive](#)

[Today \(April 2, 2018\)](#)
[Tomorrow](#)
[Grid view](#)
[List view](#)

## Categories

[Everything](#)

21

[Unsorted](#)

15

[Financial](#)

2

[Shopping](#)

1

[Social](#)

3

21  
emails

## Rollup for 4/2/2018

All subscription emails received on Monday, April 2, 2018



**WealthManagement.com Daily Memo** from Wealthmanagement.com  
Conservation and Preservation Easements Offer Huge Tax Benefits

[Unsubscribe](#) [Stop rolling up](#) [Category](#)



**Youmail.com** from Youmail.com  
VM from THE WALTERS HOM at +18583549415

[Unsubscribe](#) [Stop rolling up](#) [Category](#)



**Youmail.com** from Youmail.com  
VM from EVOLVE BANK T at +19012601459

[Unsubscribe](#) [Stop rolling up](#) [Category](#)



**NARPMBusinessLeaders** from Googlegroups.com  
[NARPMBusinessLeaders] Digest for narpm-business-leaders@googlegroups.com - 2 updates in 1...

[Unsubscribe](#) [Stop rolling up](#) [Category](#)

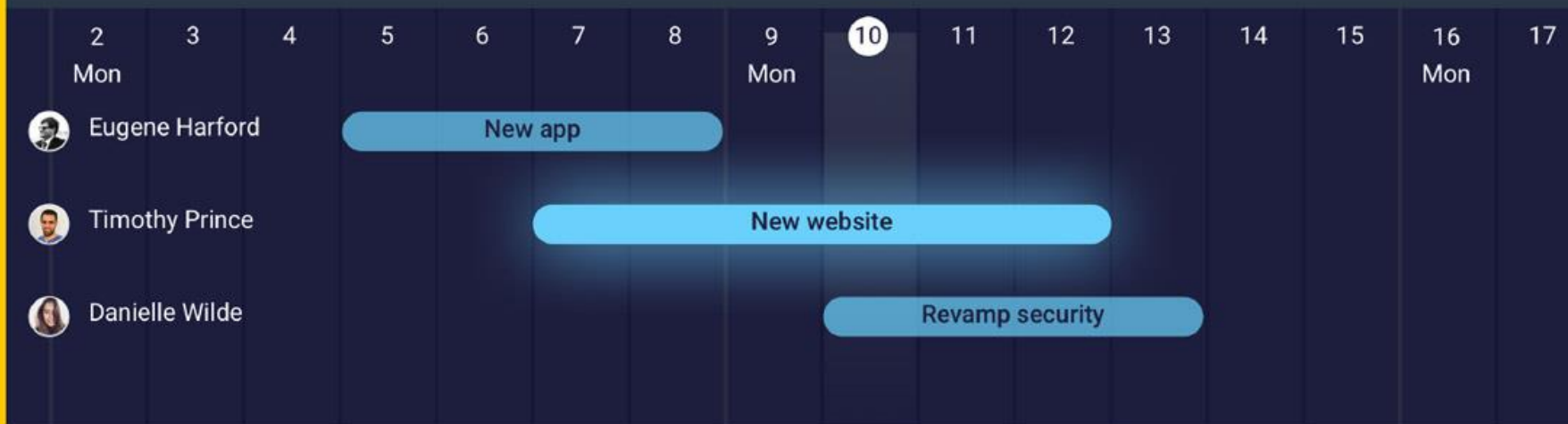








## This Month Timeline



## This Month

	Person	Design	R&D	Testing	Launch	Timeline	
New app		Done	Done	Done	Working on it	<div></div>	
New website		Done	Done	Working on it	Stuck	<div></div>	
Revamp security		Done	Working on it	Stuck		<div></div>	



# Inbox

1

## Boards

Property Management

New Property

+ New

Shareable Boards (0) ?

Private Boards (0) ?

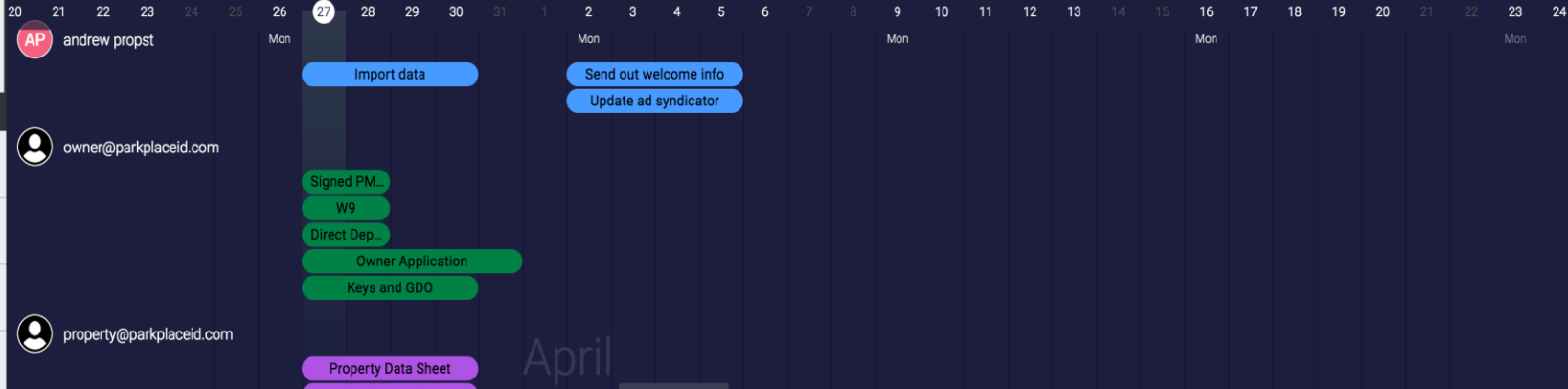
## New Property Timeline

Owner ▾

Days

Weeks

Months



## Client

	Owner	Status	How long will this take	
Signed PMA		Done	Mar 27 - 28	
W9		Sent	Mar 27 - 28	
Direct Deposit		Sent	Mar 27 - 28	
Owner Application		Stuck	Mar 27 - 31	
Keys and GDO		Waiting	Mar 27 - 30	
+ Create a New Pulse (Row)				

## Property

Owner

Status

How long will this take





habitica



Tasks

Inventory

Shops

Party

Guilds

Group

Challenges

Help

0 42.53



Andrew Propst

Level 7 Warrior



50 / 50



9 / 220

## Battle Monsters With Friends

Inviting friends to your Party will grant you an exclusive

Quest Scroll to battle the Boss-List together!

Invite Friends

Search



Tags



## Habits

All

Weak

Strong

Add a Habit

+	One hour of email or less	» +5   -0	-
+	Be productive 3 daily 3 goals weekly Calendar your D and W	» +9   -0	-
+	Be Happy Meditate Journal 3 gratitudes Exercise Random act of kindness	» +8   -0	-
+	Eat healthy	» +53   -0	-
+	25 squats Each time you go to the bathroom.	» +1   -0	-
+	Workout/Exercise If beginning, 3x a week for 30 min. If experienced, 4-5x a week for 45 min.	» +1   -0	-

## Dailies

All

Due

Not Due

Add a Daily

✓	Random act of kindness	» 1
✓	5 minute journal	» 1
✓	Top 3 tasks of the day	» 1
✓	5 minutes of quiet breathing or meditate app Tap to choose your schedule!	» 1
✓	No white flower or sugar today Tap to make any changes!	» 1
	Exercise 40 minutes Tap to choose your schedule and specify exercises!	» 1
✓	No soda	» 1

## To-Dos

Active

Scheduled

Complete

Add a To-Do

	Finish IBR Multifamily Due in 5 days
	Gain color on the RB delq and make a plan for takeover Due in 3 days
	Finish CB Presentation by Friday Due in 5 days
	Finish PA and FA for OKC Autumn Run Due Today
	Finish Draft Offer Letter for Daleen, Justina, and Robert Due Today
	Finish BO prezi Due Today

## Rewards

All

Custom

Wishlist

Add a Reward

Reward yourself

Watch TV, play a game, eat a treat, it's up to you!

90	60	70
25	100	20
45	25	20





Tasks

Inventory

Shops

Party

Guilds



0



45.71



## Edit a To-Do

Cancel

Save

Title\*

Finish IBR Multifamily



Notes

[Markdown formatting help](#)

Each of you have been selected by the Idaho CCIM Board to proceed forward with an article submission for the Idaho Business Review magazine insert. The run date for this publication will be May 18th. As a reminder here are the

### Checklist

[+ New checklist item](#)

Difficulty [i](#)



Trivial



Easy



Medium



Hard

Due Date



30 Mar 2018

Today

Clear

Tags

None



Advanced Settings



Delete this Task

Cancel

Save

[Tasks](#)[Inventory](#)[Shops](#)[Party](#)[Guilds](#)[Group](#)[Challenges](#)[Help](#)

0



20.37

**Andrew Propst**

Level 6 Warrior



50 / 50



83 / 210



### Battle Monsters With Friends

*Inviting friends to your Party will grant you an exclusive**Quest Scroll to battle the Basi-List together!*[Invite Friends](#)[My Challenges](#)[Discover Challenges](#)

## Health and Life Improvement in 30 Days

Created By: Heather11T



224

Participants



4

Prize

[Leave Challenge](#)

### Habits

[All](#)[Weak](#)[Strong](#)

View Progress Of

Select a Participant ▾



25 squats

Each time you go to the bathroom.

» +0 | -0



Workout/Exercise

If beginning, 3x a week for 30 min. If experienced, 4-5x a week for 45 min.

» +0 | -0



### Dailies

5

[All](#)[Due](#)[Not Due](#)

No soda

» 0



Drink 1 gallon of h2o

» 0



30 second plank in the AM

» 0



1 min plank in the PM

» 0



Compliment someone!

Make the world a better place. Someone new each day.

» 0



### Summary

Follow 6 steps for the next 30 days to improve your overall life, especially your health.

### Challenge Description

STEP 1: No drinking soda/pop/soda pop/coke.

STEP 2: Drink 1 gallon of water a day.

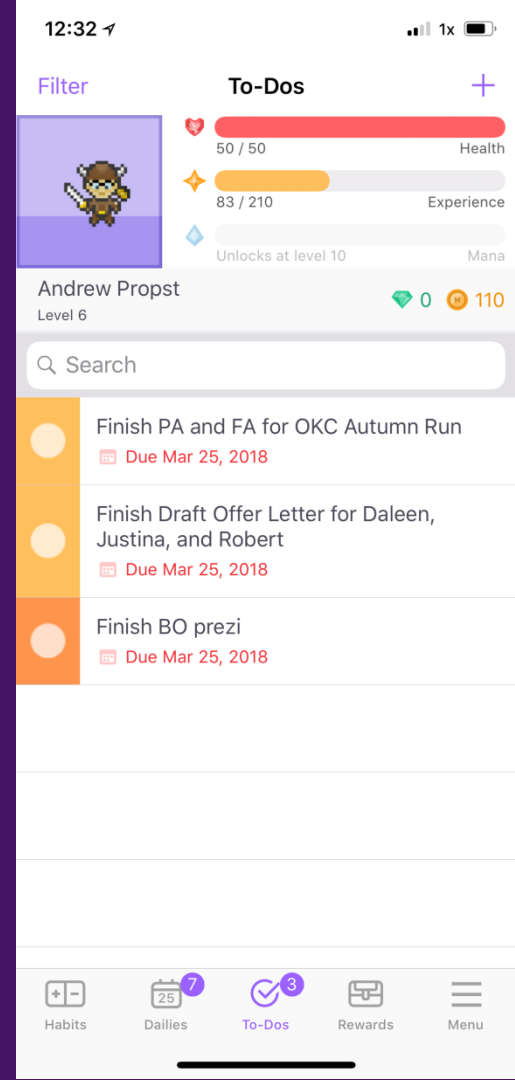
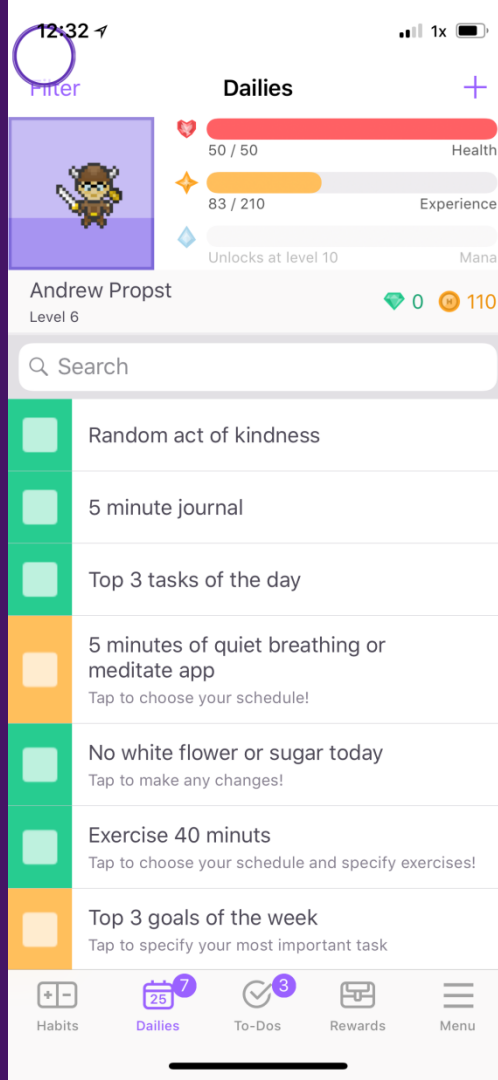
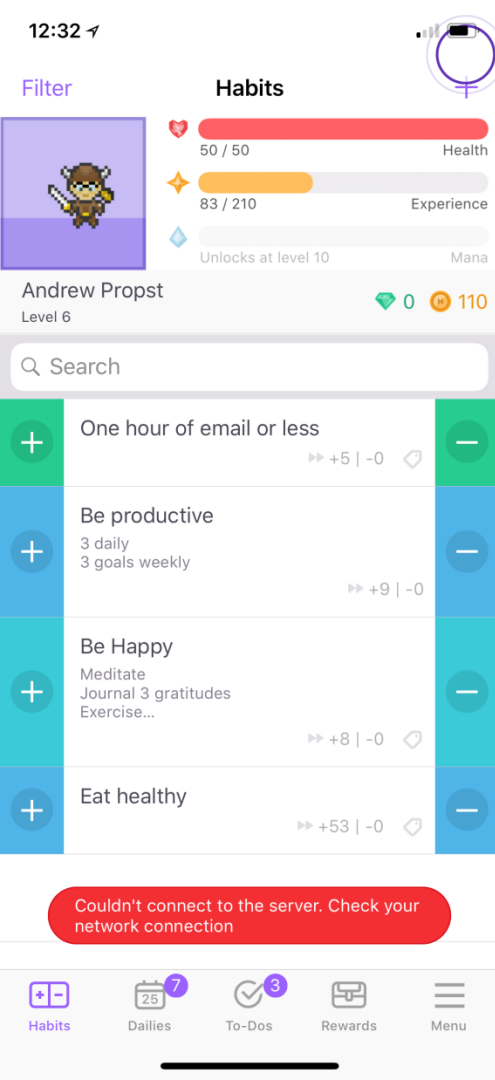
STEP 3: Workout/ exercise 30 minutes for 3 days each week if just starting out.

Workout/ exercise 45 min for 4-5 days a week if more experience.

STEP 4: Do 25 squats each time you go to the bathroom.

STEP 5: Do a 30 second plank in the morning before getting ready, and do a 1 minute plank at night before going to bed.

STEP 6: Compliment a different person each day to brighten the world a little.





ScreenFlow



*Camtasia* 



[Learn About Our Services](#)

## Find a Home

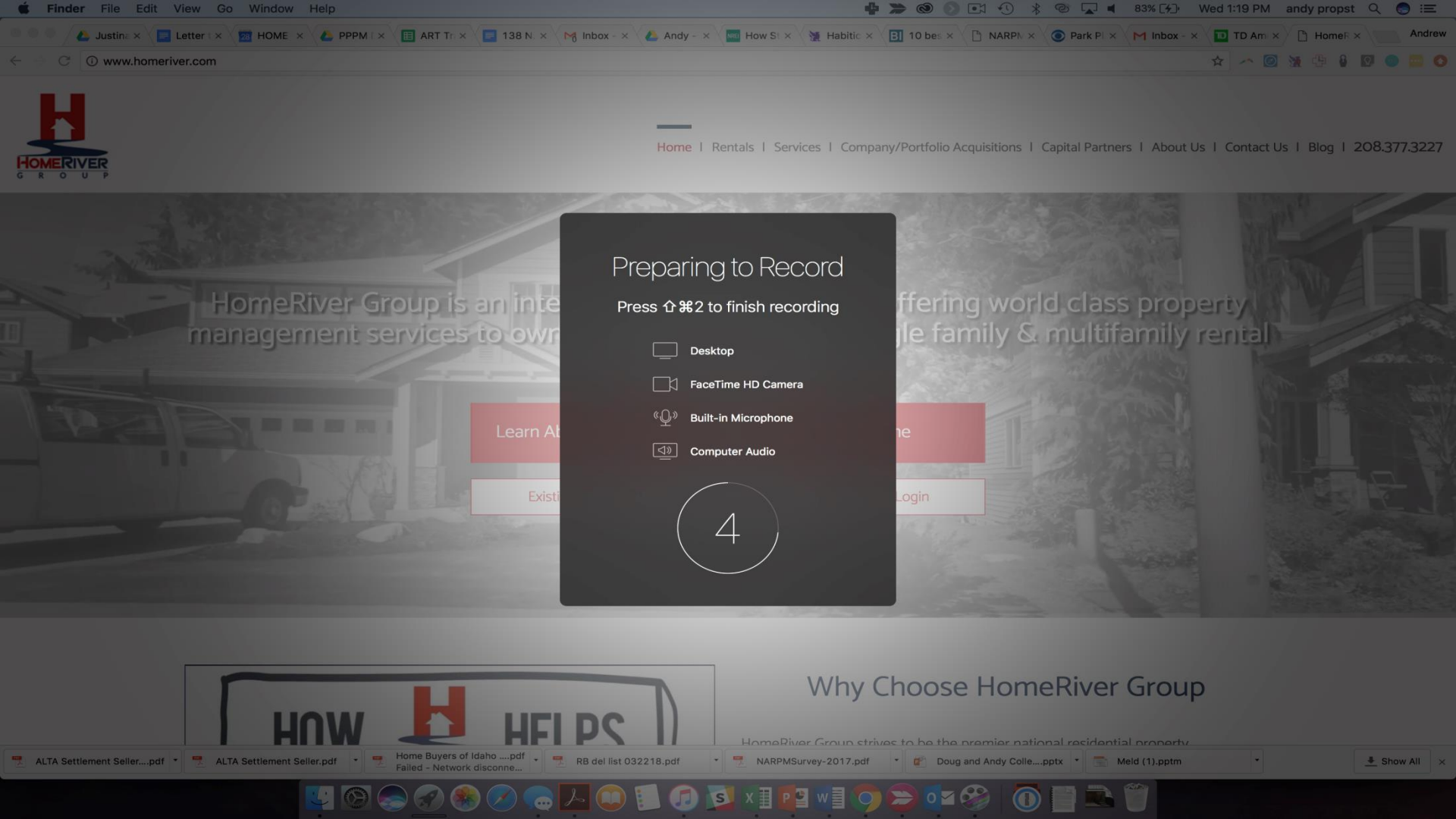
Existing Owner Login

Existing Tenant Login



## Why Choose HomeRiver Group

HomeRiver Group strives to be the premier national residential property



[Home](#) | [Rentals](#) | [Services](#) | [Company/Portfolio Acquisitions](#) | [Capital Partners](#) | [About Us](#) | [Contact Us](#) | [Blog](#) | 208.377.3227

HomeRiver Group is an inte  
management services to own

ffering world class property  
le family & multifamily rental

Learn Al

Exist

Login

## Preparing to Record

Press ⌘+2 to finish recording

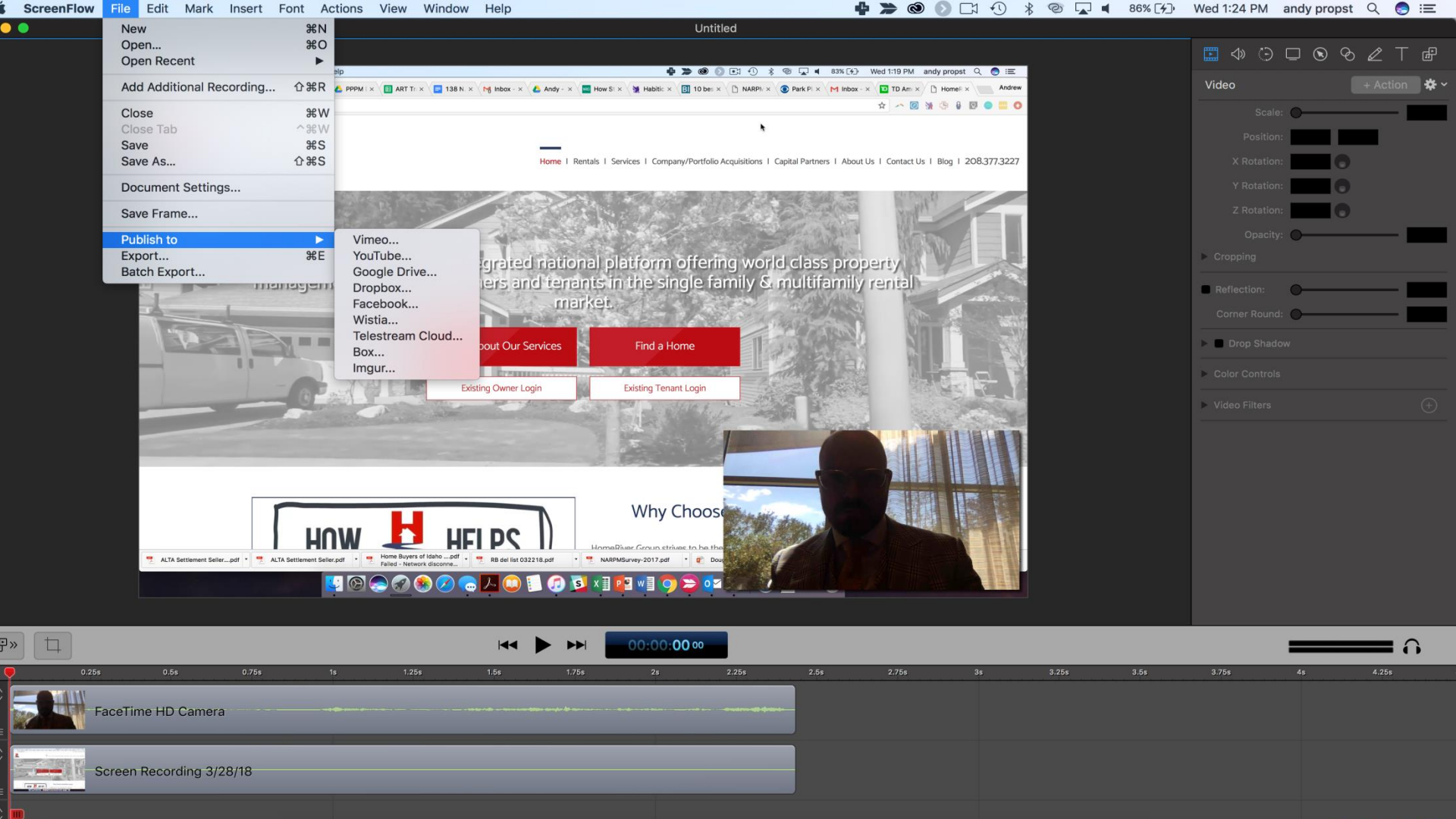
-  Desktop
-  FaceTime HD Camera
-  Built-in Microphone
-  Computer Audio

4

## Why Choose HomeRiver Group

HomeRiver Group strives to be the premier national residential property

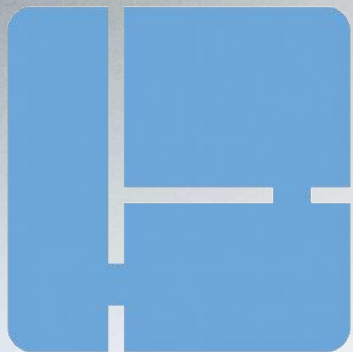
Show All x





# *Property Management*





ShowMojo



Tenant Turner

45

# Christmas

M O R N I N G





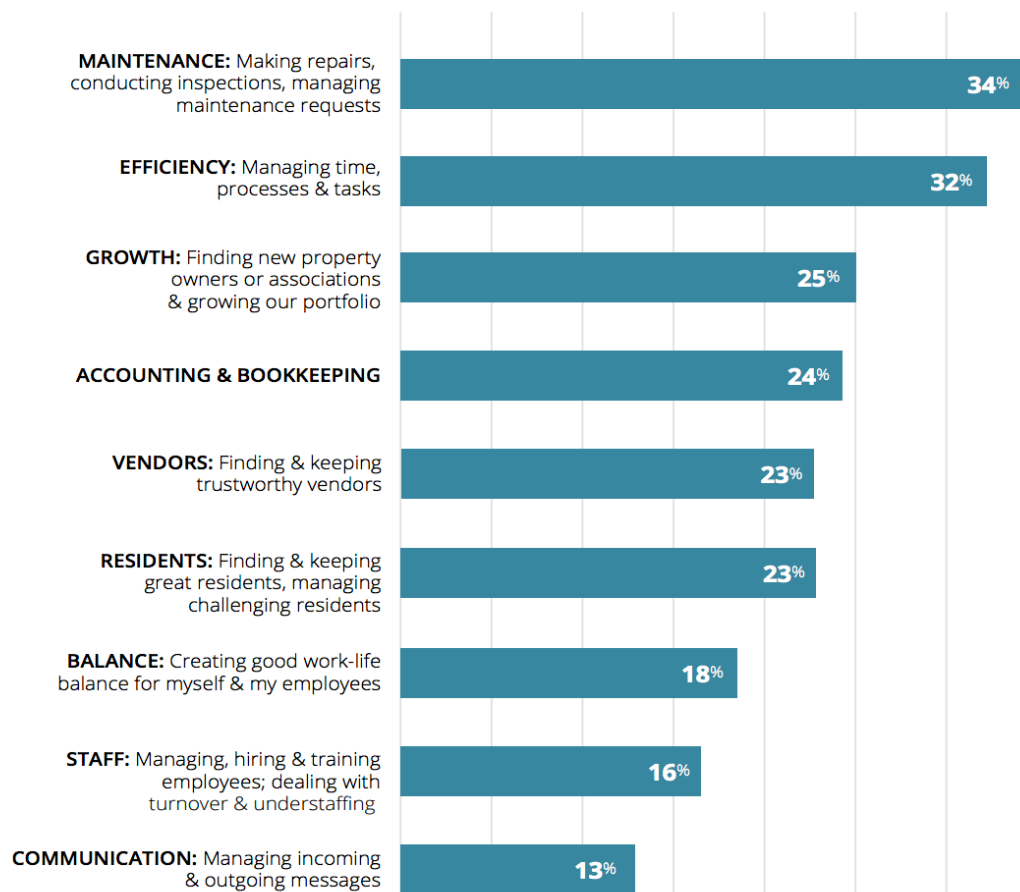
100+



**FIGURE 15:**

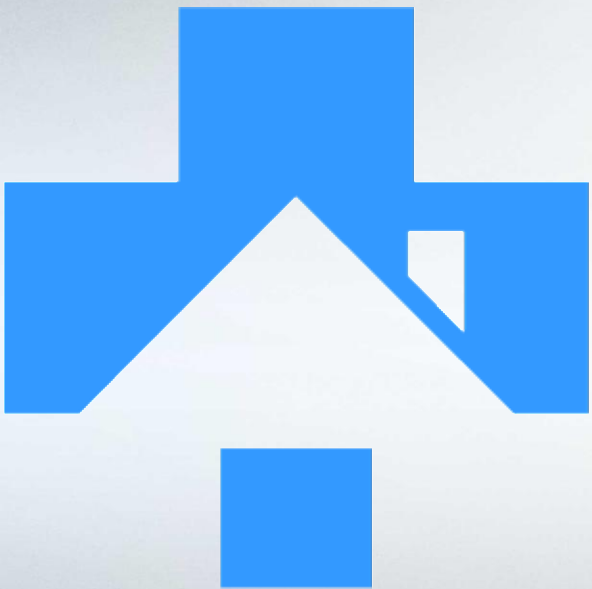
What are the top 3 challenges that you face in your business right now?

*(Select up to 3 answers.)*



**Buildium®**  
Property Managed.





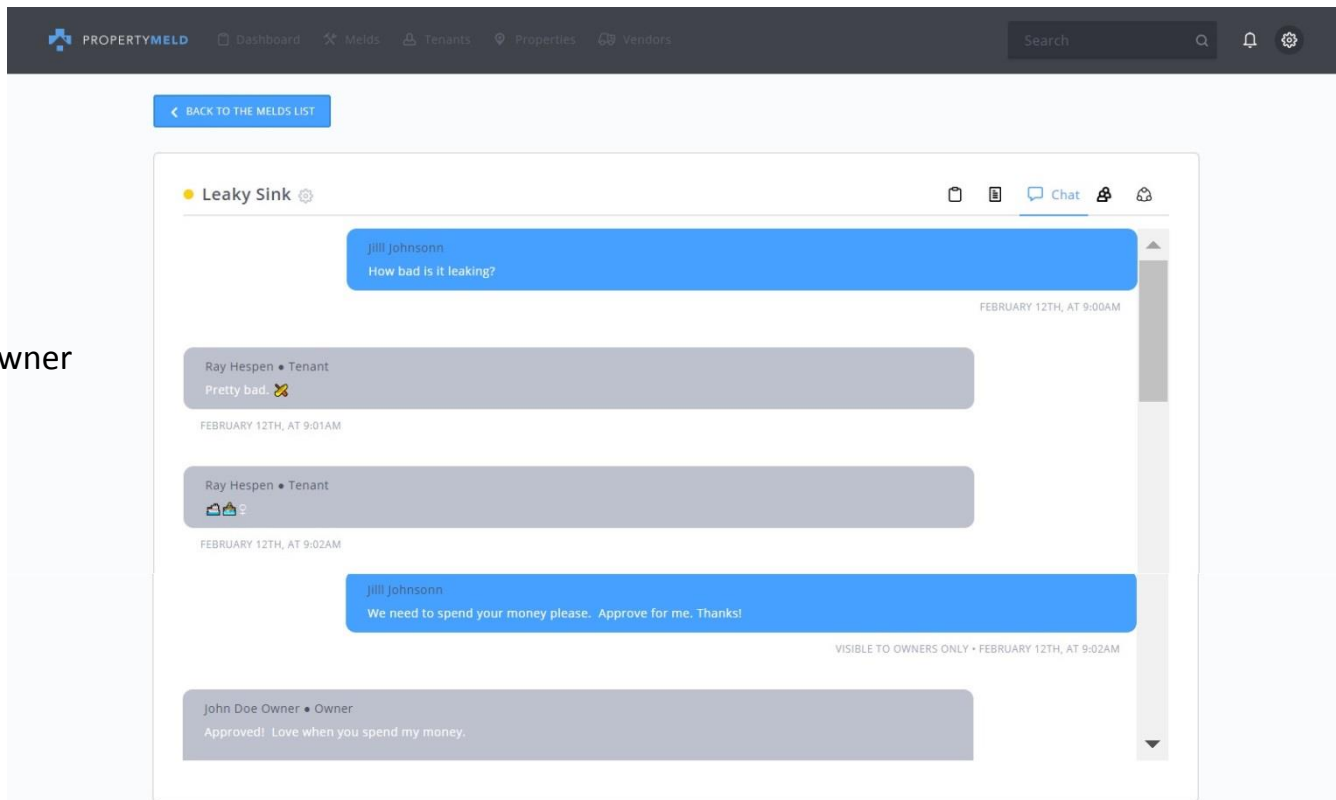
PROPERTY**MELD**

## Beauty of communication:

- Communicate with all parties
- All in a single place
- Ties in with texting and email

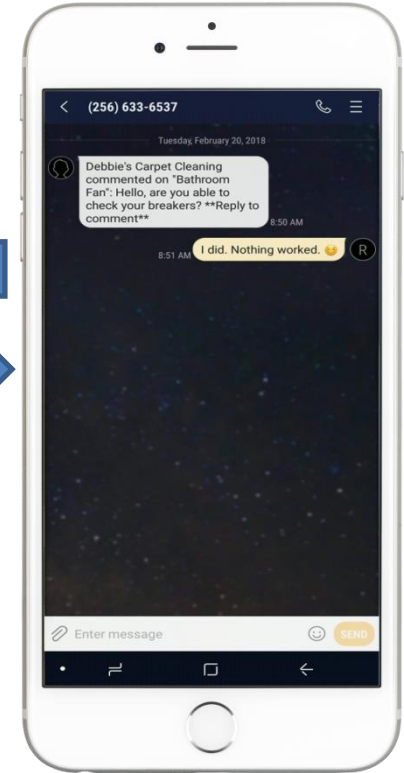
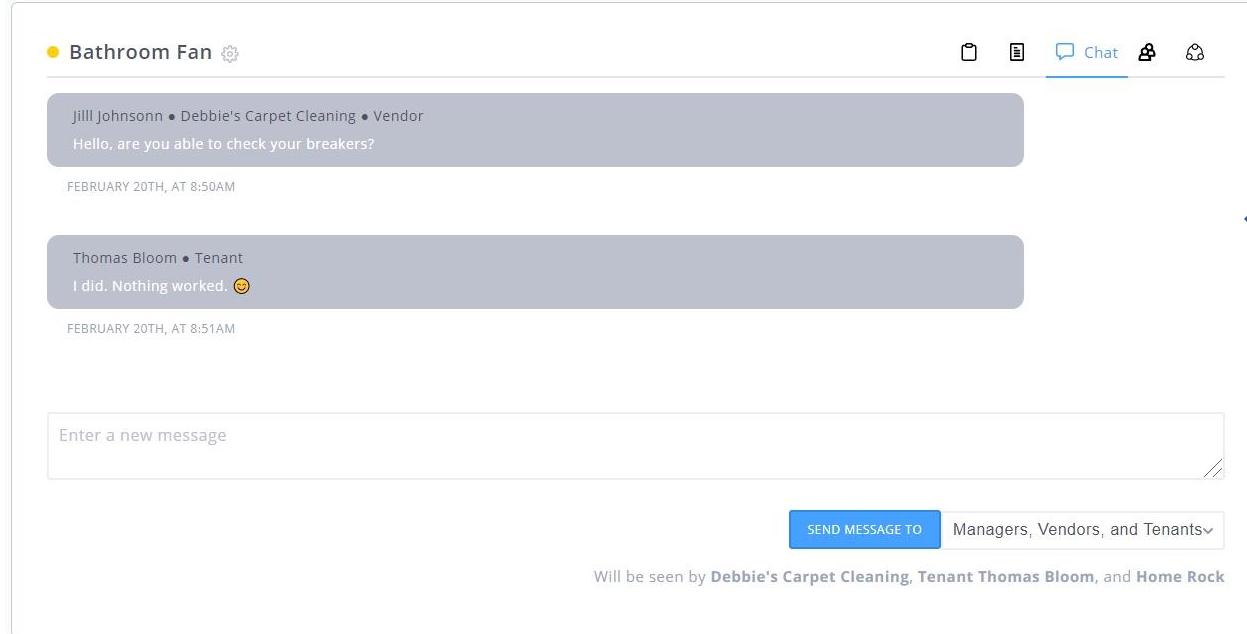
## Great for:

- Reaching resident/vendor/owner
- Documentation
- Owner Approvals



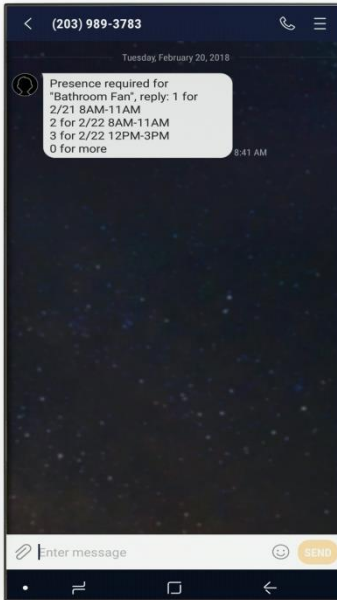
No more tenant/vendor communication outside the system.

Facilitates better communication between vendors/dispatchers/techs and tenant.

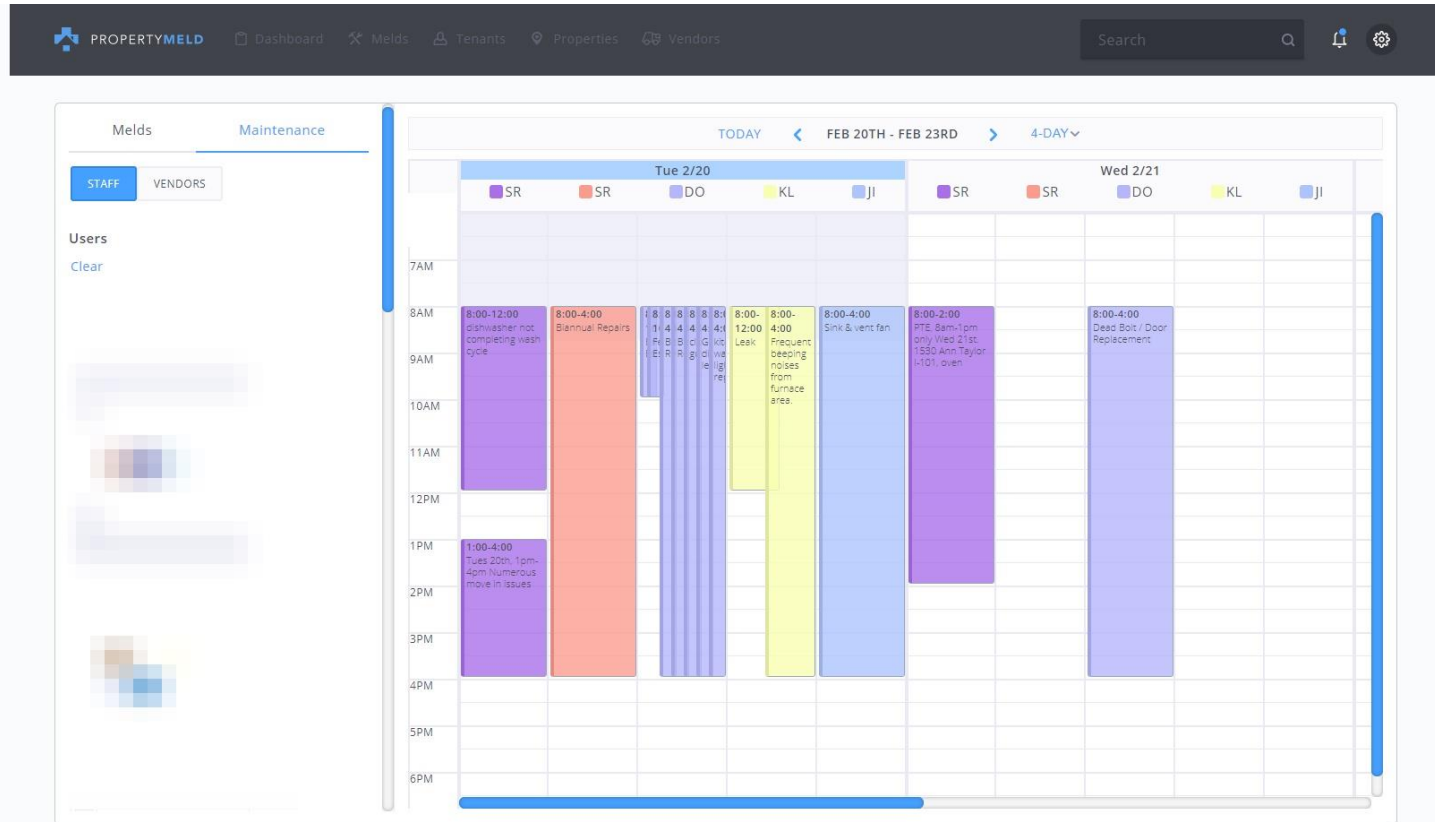




(vendor view)



Can even dispatch internal w/o phone calls – 85% of repairs are scheduled in under 4 minutes of providing options.  
(dispatcher view)



Automation – with scheduled date, system will:

- Automatically update status
- Send calendar invites
- Send 24h/1h reminders
- Verifies automatically with tech/vendor if job is complete via text/email

The screenshot displays the PROPERTYMELD dashboard interface. The top navigation bar includes links for Dashboard, Melds, Tenants, Properties, and Vendors, along with a search bar and notification icons. Below the navigation bar, a secondary menu shows options like Calendar, Melds, Recurring, Payments, and Expenditures, with a 'New Meld' button on the right.



The main content area is titled 'Scheduled' and features a filter dropdown set to '1' and a sort option 'SORT BY CREATED: RECENT'. It displays a grid of four job cards, each representing a scheduled maintenance task. The first card, 'Garbage Disposal Not Working', is highlighted with a yellow arrow pointing to its 'IN PROGRESS' status and another yellow arrow pointing to its 'FINISH MELD' button. The card details include the user 'Thomas Bloom', the address '1111 Johnson Ave', the technician 'Johnny Technician' with contact number 'T6JHK8E', a description 'It's broken.', and scheduled dates 'CREATED: 31 JANUARY AT 11:42AM' and 'SCHEDULED: 1 FEBRUARY AT 8:15AM'.





The other three cards are 'Bath Tub Issues', 'Leak under the sink', and 'Slow Draining Sink', each with similar details and a 'FINISH MELD' button. The 'Leak under the sink' card also includes a 'Check in' button. The 'Slow Draining Sink' card has a description 'It's not draining!!!'.



## Transparency:

Residents and vendors both get calendar invites that are a single click addition to most popular calendars. No more missed appointments. Residents can see exactly what's happening during the entire process.

Reminder: appointment within 24 hours - 1111 Johnson Ave ☐ [Inbox x](#) [TeamMail x](#)

 **Property Meld** <noreply@msg.propertymeld.com>  
to me 

 Feb 12   

 Feb  
**13**  
Tue 

### Toilet Running

When Tue Feb 13, 2018 7am – 10am (MST)

Where 1111 Johnson Ave, Rapid City, SD 57701

Who Unknown Organizer\*


[Add to calendar »](#)

### Agenda

Tue Feb 13, 2018

*No earlier events*

7am Toilet Running





## A reminder for work to be performed within 24 hours.

Please ensure you will be present at the scheduled time.

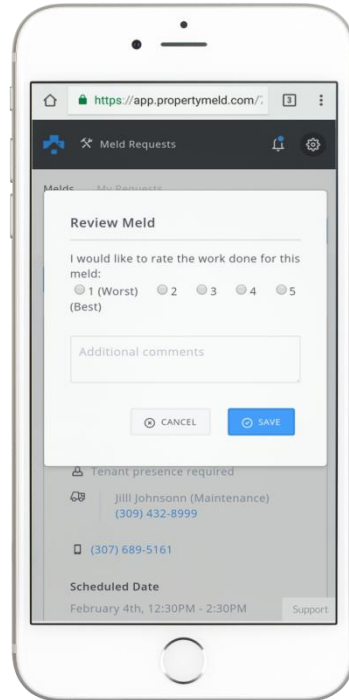
If you need to reschedule or you want to chat directly with maintenance personnel you can click "Review Meld".

Please make sure any pets are put away and will not hinder maintenance personnel.

KNOW how your service is being delivered in the field.


Property Meld follows up instantly to ensure positive reviews are actionable and negative stay offline.

System-wide average 4.3/5 for MAINTENANCE! (which is the biggest driver of lease churn other than rent prices)







# Show Company Real Time w/ Data Displayed

 **PROPERTYMELD**

[Dashboard](#) [Melds](#) [Tenants](#) [Properties](#) [Vendors](#)

## Overview

### Shared Filters

Unassigned: **15**

Scheduled: **299**

After Hours: **1**

Parts In - Needs Scheduled: **2**

Pending Vendor (>7d): **57**

Owner Approved - Needs Scheduled: **6**

CALL OWNER FOR APPROVAL: **15**

Melds with past scheduled dates - Incomplete: **27**

Order Parts (for TJ and Lee only): **2**

\*\*\*\*Emergency\*\*\*\*: **27**

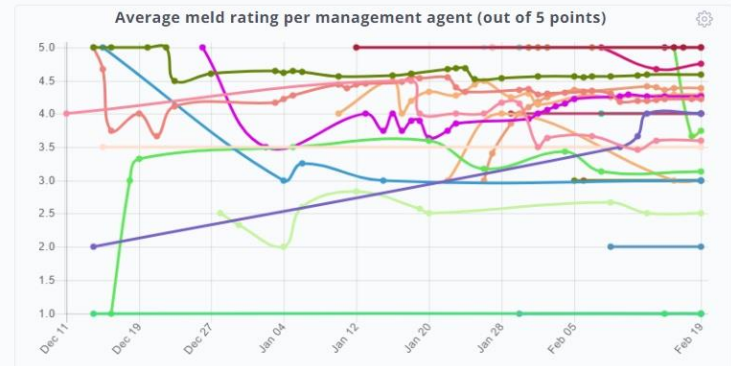
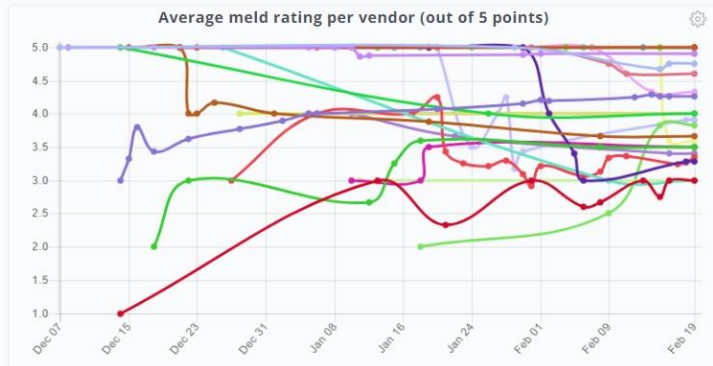
Waiting on Vendor: **90**

Pending Vendor Acceptance: **26**

Pending Vendor (>2d): **25**

### Private Filters

Overall tenant rating: **4.1** out of **5**





**SERVICE  
CHECK**

**1000**





Productive Meetings

# Business Meeting Fun Facts Forbes

- 37 percent of employee time is spent in meetings
- Managers attend more than 60 meetings per month
- 47% consider meetings the biggest waste of time
- 39% of meeting participants admitted to dozing off during a meeting
- 92% multitask during meetings
- It is estimated that 25-50% of meeting time is wasted
- The researchers found that the more meetings employees attended, the more exhausted they felt and the higher they perceived their workload to be



# There is Hope

1. “No Agenda, No Attenda.” Agendas allow your introverted members to be prepared with content for the meeting. PPPPPP
2. Make sure everyone is clearly aware of the purpose of the meeting, usually three things (start with why).
3. Start on-time and finish five minutes early.
4. Start and/or end with something positive or inspirational.
5. Assign a moderator, action item/issue note taker, and timekeeper. (make sure these roles are clear).
6. Meeting minutes with assigned action items, follow-up dates and completion immediately sent.
7. Compress time (make it snappy) and have fun!





**People**



**People**



**X**Blockchain

ently organized event



# Small Changes Ripple Outward

- Creating lasting positive change
  - 3 Gratitudes (Emmons & McCullough, 2003)
  - Journaling (Slatcher & Pennebaker, 2006)
  - Exercise (Babyak et al., 2000)
  - Meditation (Dweck, 2007)
  - Random Acts of Kindness (Lyubomirsky, 2005)



## Five Minute Journal 4+

A toothbrush for your mind  
[Intelligent Change Inc.](#)

#8 in Lifestyle

★★★★★ 2.1K Ratings

\$4.99

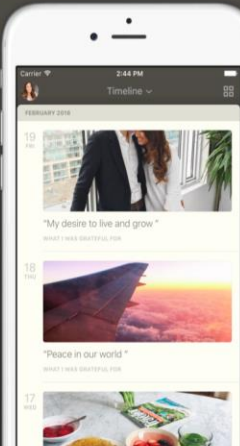
# 3 Gratitudes and Journaling Q4 2015

## iPhone Screenshots

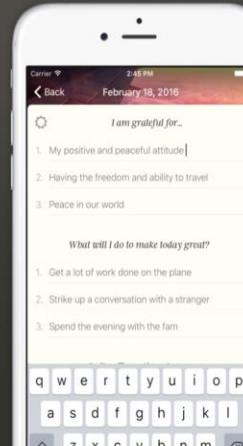
Simple, research backed  
journaling format



Get journal entry snapshots  
in timeline view



Easily add and edit daily  
journal entries

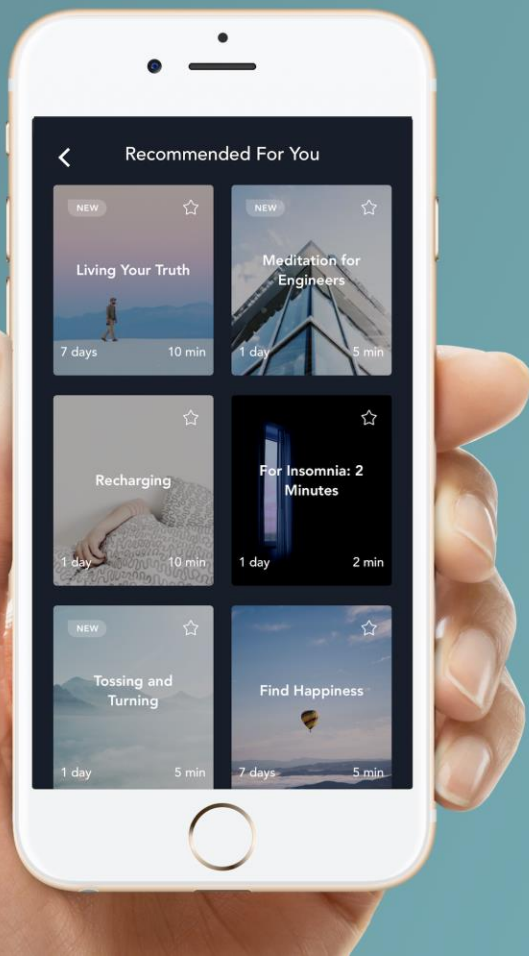


View your magical moments  
in the photo timeline









5 minute meditations  
for busy people



# BANANA

SWEET  
AND  
NATURAL

FROZEN BANANAS

The Go-Go  
Banana

It's the only  
one that's  
not frozen!

SWEET  
AND  
NATURAL

BLUTH'S FROZEN BANANAS

Original Frozen  
Banana

The  
George Daddy

009

Best  
BANANAS

DIPPED

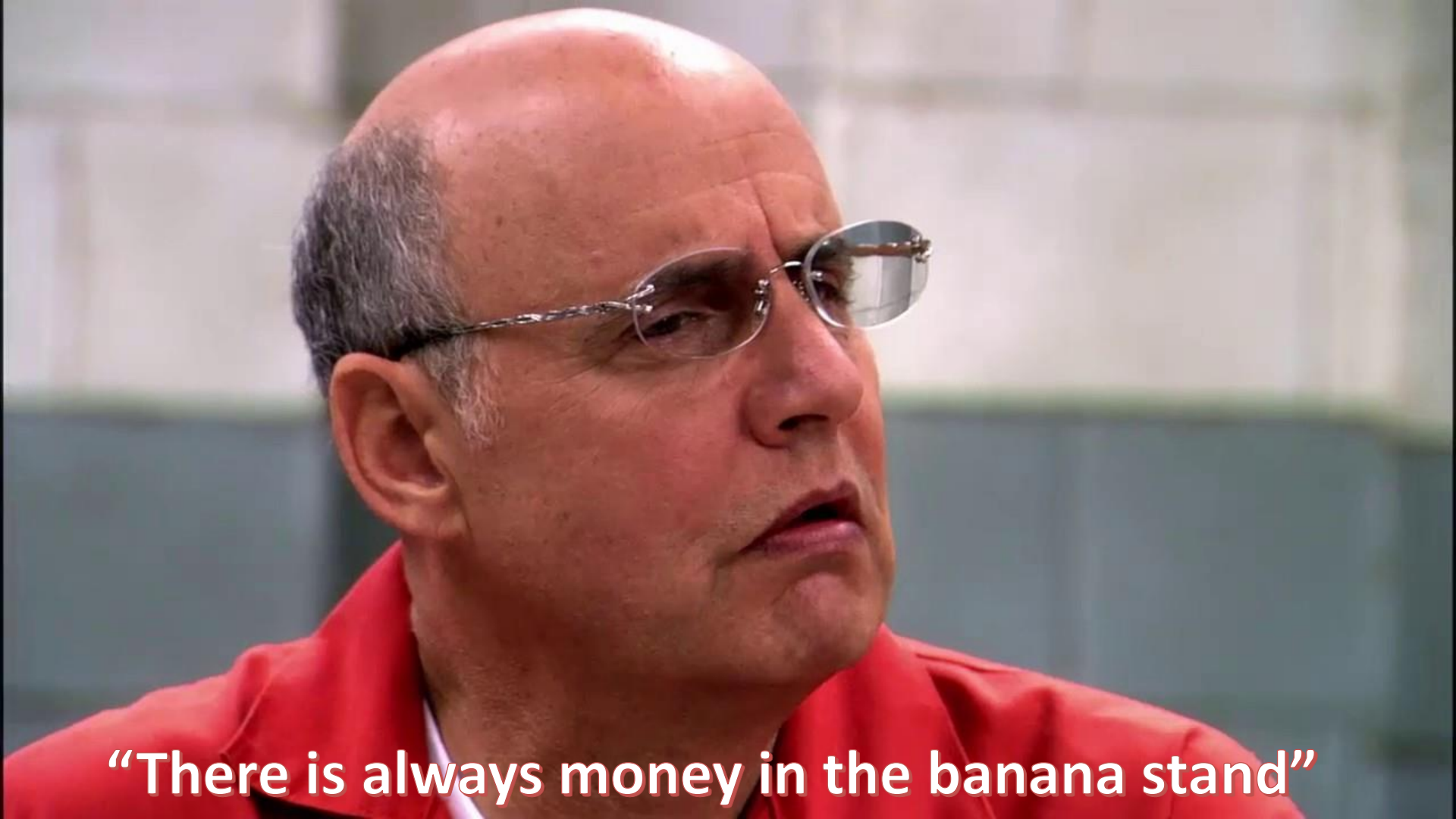
in - EXTRA LARGE

SHIPPINGS

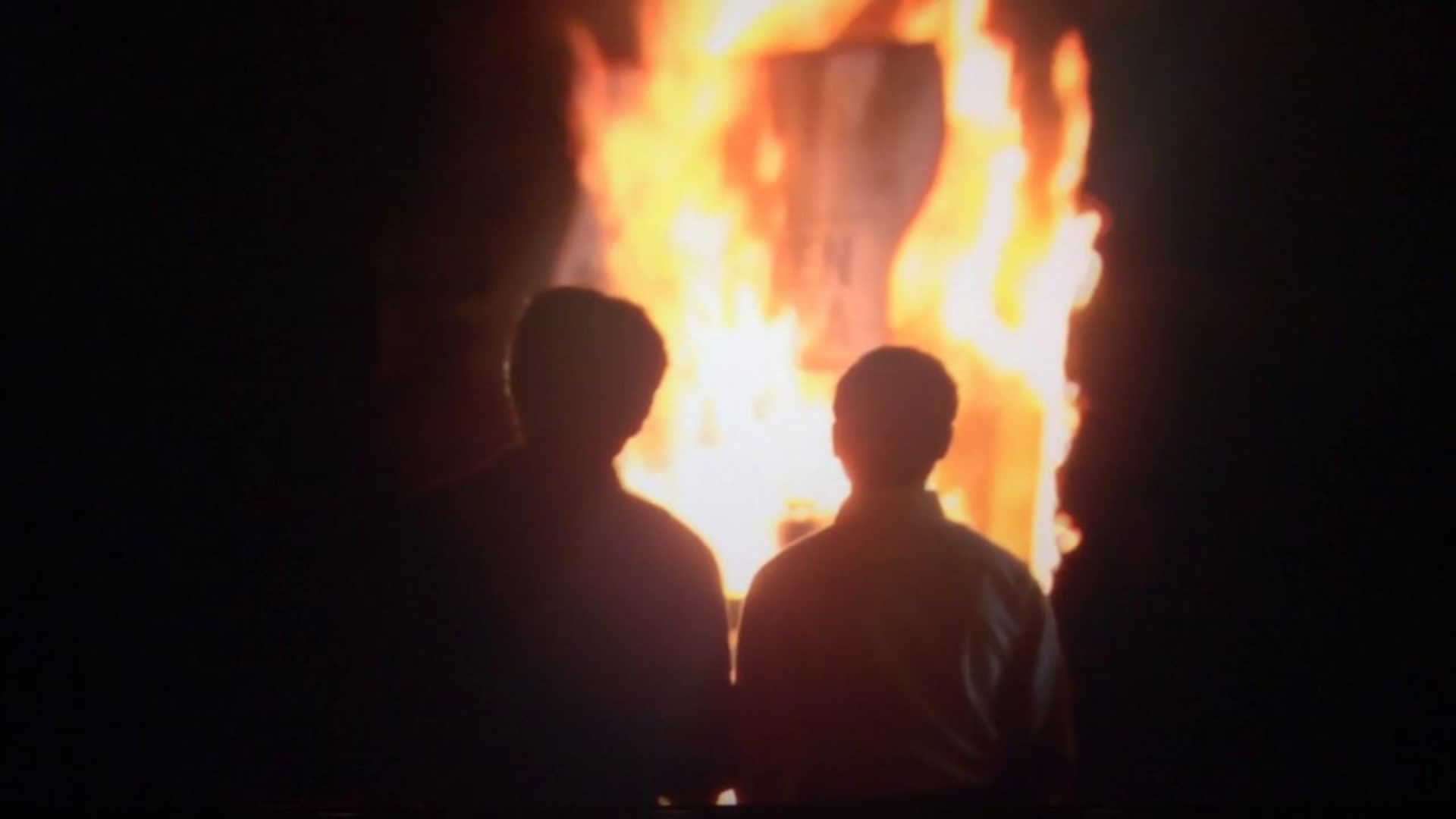
It's  
the only  
one that's  
not frozen!

It's the only  
one that's  
not frozen!





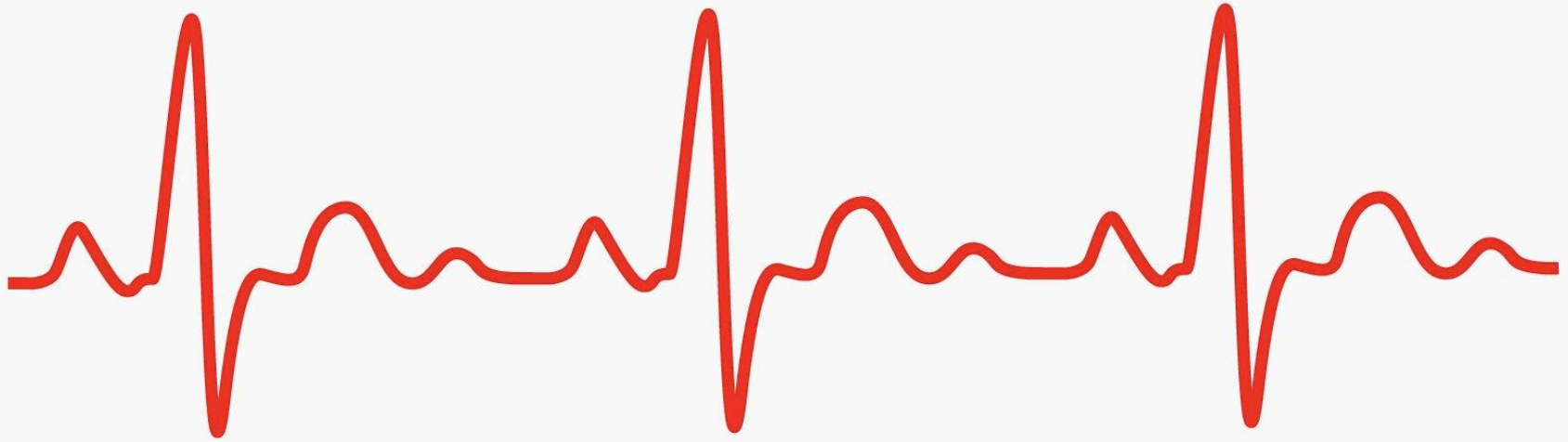
**“There is always money in the banana stand”**



Success is never owned, it is rented,  
and the rent is due every day.

Rory Vaden

# Your Success Vitals



The 20% that drive the 80%

Utilize these tools to spend as much time here as you possibly can



# Distractions and Relationships





*“In practice,  
becoming more  
productive is one of  
the toughest things  
you can undertake to  
do.”*

Chris Bailey

Get



DONE

**Productivity  
Challenge!!!**



**CHALLENGE ACCEPTED!**

# LOONEY TUNES

