

# TYPING BUG GAZETTE

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EDITION #9

## Whew! Time Sure Flies

I can't believe it has been almost 8 months since my last newsletter. I stepped back away from it at the beginning of this year to refocus the direction and to try to figure out how to reach the overwhelmed/overworked small business owner trying to juggle work and a home life. I decided to send out this newsletter basically focusing on the small things I can do to make life just a little easier. You would be amazed at how much time these little tasks can take up. Not only that but even when you are not doing them, you are still thinking about them and trying to figure out how to find the time/energy to do them. Truth is, there isn't enough time in the day. Why waste the time that you have when you could hire me and spend your valuable time attending ball games and evenings at home or being more productive at your business. Think about it and then call me to discuss.



Deneen

## Typing Bug Invitation

You are invited to participate in Typing Bug's Referral Program. You can earn up to five (5) hours of free virtual assistant services for yourself. It is super easy. Just email everyone you know and tell them about the Typing Bug. That's it!

Interested but you wouldn't know what to tell people? No problem, I will give you the information to send out in emails, posts for your social networking sites, etc. You have nothing to lose because the program is FREE!

Ready to join? Click [here](#). Want more information about the program before deciding? Click [here](#).

## Great Way To Keep Me Handy

Now there is an easy way to have all of my contact information automatically entered into your smart phone. Just scan this QR code and a vCard edition of my business card will upload.



## Typing Bug Recent Reviews

"Deneen Wilson's newsletters are simply the greatest! They are very informative and accurate. I would not have my virtual work done by anyone else but The Typing Bug. What a great time-saver for my business! Deneen is the greatest! I appreciate her professionalism and her communication skills."

"I really enjoy Deneen's newsletter, I feel as if I am having a conversation with her. She has a lot of ideas to help small businesses and is very generous in sharing them and other resources she finds. We all want to work with people we know, like and trust - her newsletter is very informative while giving it a personal touch."

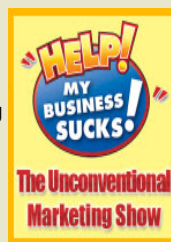
Check out my store at [www.cafepress.com/typingbug](http://www.cafepress.com/typingbug)

## Do you have these sticky notes posted on your frig or desk?

Need to find someone to build a starter website so my business can be seen by local residents.	Call and check on hotel rates for vacation. Maybe look to see what great restaurants are nearby too!	Take business cards from recent meetings and put in some type of format for easy retrieval.	Create a flyer for the local garden club's annual flower show and sale.
Start working on newsletter for neighborhood association. Why did I volunteer to do this?!	Enter kids' baseball games school events, vacation, doctor appointments on calendar.	Start researching where to buy the "got to have it" toy that my daughter wants for Christmas.	Need to send out invoices. Start looking into hiring this out. Too time consuming!
Need to send out correspondence to all people that attended last week's staff meeting.	Draw out a form that will help me keep up with weekly bowling scores so I can review later.	Would love to setup an online store to sell t-shirts and coffee cups with my company logo.	Really need to spruce up business cards, forms, flyers, handouts before end of the year.
Research cost to replace part on antique car. Might as well look for part for hot water heater too.	Take member list from Church and make mailing labels to send out next quarter's tithing envelopes.	Make postcards to send to family to remind them of upcoming reunion. Don't forget to include map.	Go ahead and call Deneen at Typing Bug at 229-378-0521 or email her at <a href="mailto:deneen@typingbug.com">deneen@typingbug.com</a>

## Help! My Business Sucks!

'Help! My Business Sucks!' is a free, weekly web TV show that helps entrepreneurs to "get more done and have more fun." Hosted by maverick marketer Andrew Lock, the show provides plenty of practical marketing tips, big lessons from well known brands, and lots of little known resources that small business owners can use to increase their profits fast. You'll discover much better ways of promoting your business, to make it stand out from the crowd. You'll also discover that 'marketing is everything and everything is marketing' - a phrase that you'll hear a lot from Andrew. Episodes of "Help! My Business Sucks!" are available free.



## 7 Killer Methods for Marketing Without Money

Many business owners complain that they can't get ahead because they don't have a large advertising budget. Well, you may be surprised to know that marketing without money can produce BETTER results than throwing money around in 'random acts of marketing'. Check out these methods in Andrew Lock's report [here](#).

## Mom and Pop Business Success

Many owners of these smaller businesses may not even realize that virtual employees are a possibility much less, know of the benefits of outsourcing their administrative, marketing or accounting needs. To

## How To Improve Productivity

If you struggle to stay on task, if you feel like your productivity could do with a boost, or if you find that you never get round to starting those "someday" projects, then a simple timer just might be the magic solution that you need. Check out article from [Dumb Little Man](#).

## Benefits of Outsourcing

By hiring a virtual assistant, you can have a professional to complete your administrative and bookkeeping needs. That person can be the professional you rely on to help keep your business running smoothly and give you the peace of mind that your business administrative needs are being completed. Now you can concentrate on that dream of being a business owner. Read the entire article from VAHub [here](#).

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many smaller businesses, the thought of hiring on additional staff for any of these tasks can seem much too expensive. In reality, using virtual assistants, marketers or accountants is really a way to cut costs. Read entire article from DW Office Solutions [here!](#)

Last Name



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