

<http://www.forbes.com/sites/travisbradberry/2016/03/15/6-easy-tricks-that-will-make-you-way-more-productive/#43cc4861627b>

WORK SMARTER: BOOST YOUR PRODUCTIVITY

We are probably more familiar with the term "procrastination" than its counterpart "productive." We know what it feels like to have a whole lot to do, but little time, energy, or motivation. Productivity is the key to getting things done by using your time effectively, and it's a skill that's essential to being more successful in business. It certainly feels good to check items off the to-do list and to achieve your goals. However, this is easier said than done. To learn how to be more productive during the work day, [CLICK HERE](#).

93 words

<https://www.entrepreneur.com/article/275483>

WHEN IN DOUBT, GIVE BACK

There is nothing more satisfying than giving back to one's community. Thanks to numerous research studies, it's been discovered that our brains link charitable giving with a feeling of pleasure. And so happiness abounds - both for the giver and the receiver. But the warm, fuzzy feeling isn't the only reason businesswomen are involved with philanthropic movements. There are a host of other benefits for their business and for their community which makes philanthropy not only a benevolent choice, but a smart one. To find out why, [CLICK HERE](#).

89 words

<http://www.businessnewsdaily.com/3882-vision-statement.html>

A VISION FOR SUCCESS

No business will get very far without a clear objective and direction. A vision statement succinctly states a company's goals. It's about having something to work towards. But while we understand the importance of having clearly defined objectives and targets, it can be difficult to nail these down in merely a sentence or short phrase. How do you capture your "vision," or the big ideas, of your business on paper? How do you go about crafting a vision statement? To learn how, [CLICK HERE](#).

84 words