



We take your success very seriously and want to make sure that you're implementing, getting your tasks done, your homework assignments completed, and more. We want to make sure you are doing *everything* possible to work smarter, not harder, and make more money in less time.

COACHING STUDENT HELP SERVICES

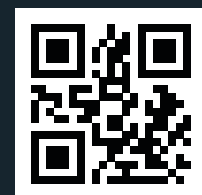
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|----------------|---------------------------|
| ✓ TOMA | ✓ Administrative/Clerical |
| ✓ Pink Slips | ✓ Internet Research |
| ✓ Outlook | ✓ Copy Editing |
| ✓ Delayed Send | ✓ Proofreading |
| ✓ PMS Charts | ✓ Project Management |
| ✓ Zoom | ✓ Appointment Setting |
| ✓ Writing | ✓ Coaching |

Lisa Cox has worked with Chuck Bauer for many years, starting as a copy editor/proofreader, and adding project management and administrative/clerical duties including internet research and meeting scheduling. She's creative, knowledgeable, and meticulous and will answer questions about coaching student responsibilities, including TOMA, and help with your writing and proofing needs.

Call on Lisa for assistance with items listed above; Chuck has already pre-approved help sessions with these specific items on a limited basis, up to half an hour -- you don't have to check with him.

If you have an E-status challenge or question and Chuck isn't immediately available due to his travel schedule or completely filled book of business, you can also contact Lisa.

Lisa is somebody you can count on to be there when you need help solving your challenges.



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BAUER** | **CSA**
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