



**LAURA REISS**

{ Rice. Like the food. }

Crux Organizing is the culmination of over 13 years of experience optimizing organization and productivity. Offering both virtual and on-site consulting. By improving organizational deficiencies in all areas impacted by disorganization, we will leave you with the skills necessary to maintain your systems in our absence. We help you, "Build the tracks to run the train."



Speaker; Systems & Process Specialist;  
Organizing & Productivity Consultant;  
CEO at CRUX Organizing;  
Problem Solver + Customer Service Wizard

#### EMAIL MANAGEMENT

- Not Another Swipe Left: Get That Email Opened & Read!
- Can Your Inbox EVER Reach Zero?

#### TIME MANAGEMENT

- Time Management for Virtual Meetings
- Time Management & Finding Balance
- Time Management Tips and Tricks
- Be More Productive with Vestibular Stimulation

#### SYSTEM CREATION

- Improvisational Sales
- Rock Your 1:1 Virtual Meetings
- Burning the Candle at Both Ends
- Creating A Thought Bubble Map
- Optimize Your Virtual Networking

#### POWERPOINT & SPEAKING

- Power Point Tips for Powerful Meetings
- Power Point 2.0: Beginner Animations
- Speaking for Smart People Who Get Scared
- Find Your Inner Competence



[www.cruxorganizing.com](http://www.cruxorganizing.com)  
[Laura@cruxorganizing.com](mailto:Laura@cruxorganizing.com)

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from the CRUX Learning Series #ProductivityInTheWild

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