Why E-mail Training?

It is an ROI no-brainer!

Randy Dean, MBA – The E-mail Sanity Expert ™

Look at these statistics:

The average office-based professional spends **2+ hours daily** just reading, responding to, and administering e-mail.

And many professionals in numerous industries and professions report spending **half or more of each day** just working their e-mail.

Yet, only **1-3% have had formal training** on tools like Outlook or Gmail. Thus, they have learned on their own.

And, because of this, they are **reading each e-mail 3-7 times** before handling it -- burning valuable time each and every time they look at it.

They are also checking their inbox about **15 times per day**, with about 25% checking 20 or more times per day! *That is every few minutes!* And they wonder why they are so distracted?

They work their inbox first, and **miss the most important tasks and client activities** because they are so inbox focused -- not client, project and task-focused!

And, because of the lack of specific software training in Outlook and Gmail, they are often **missing opportunities to be significantly more efficient** and effective with often-hidden yet highly useful tools within their software.

I fix this.

I get people using e-mail the right way, and putting e-mail in its proper place. *They find productivity, efficiency, prioritization, focus, and, most importantly, sanity when administering their inbox.*

They learn **immediately usable tips, strategies, and techniques** -- from uber-practical to highly strategic.

And their inbox doesn't own them anymore.

Proof?

One major university client found the **average attendee to my sessions saved 2+ hours per week**. That is PER employee! (Extrapolated across all attendees, that worked out to being a 2000% first year ROI!)

Another client had about 70 senior managers and directors attend my session. Two weeks later, they had about **50,000 less e-mails** in their collective inboxes *(and yes, their IT director was more than pleased!)*

When you add it up, this program typically **pays for itself in a matter of weeks!** After that, the program goes into pure profit!

This is why numerous clients have had me present this program 5 or more times to their staff. And numerous individuals have taken the program several times, just so they can continue improving and perfecting these techniques.

Did I mention I make it fun too? That is why I do 75-100 client sessions each and every year. The sessions are humorous, fast-paced, and very engaging -- no one falls asleep in my sessions!

I can help your organization, your staff, and your members too.

Contact me today to schedule your event or company training. You won't believe how fast it pays you back. Or how much your staff will thank you.

It is time for you and your firm to own your e-mail again, rather than it owning you.

Contact me today.

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