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January, 2010

# The Enerpace PaceSetter

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### Upcoming Events

[Visit our website for more information about these and other events.](#)

### Networking 101 - The Basics

February 5 - UCWBG First  
Friday Webinar

Dear Subscriber,

Happy New Year! Can you feel the new energy in the air? It feels like the entire world breathed out a collective sigh of relief that 2009 is finally behind us.

What will you create in 2010? A year from now, as you look back on the first year of the new decade, what will you remember fondly? Who will you have to BE to make it happen?

January is always a busy month for us as we work with our clients to flesh out the answers to these type of questions. Do you know anyone who wants to make their vision a reality faster, smarter and more efficiently than they could on their own? Please have them give us a call at 630-832-4399.

Make it a fabulous new year!

Elene

### **Leadership Learnings - *You Can't Run on an Empty Tank* - Liz Ryan**

Liz Ryan can normally be found in our Career Section. But here's an "oldie but a goodie" from Liz, for all of us who've committed to take better care of ourselves in 2010. And the fact that it parallels Elene's favorite "Energy Barrel" analogy doesn't hurt either! :-)

[Find out more....](#)

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**Throw Away Your New Year's Resolutions!  
Set Goals that REALLY Get Results**

February 10 - RR Donnelly  
Open Mentoring Session

**From Big Dreams Into Big Action: Make Your Goals a Reality!**

February 26- DePaul ASK  
Webinar

**Networking 201 - Intermediate Strategies & Tactics**

March 5 - UCWBG First  
Friday Webinar

**Career Management Corner - *The Right Way to Sell Yourself at Work*- Helen Coster**

We've all heard stories of a hard worker passed over for a promotion. Many times, the best self-promoter is the one promoted- no matter what their relative performance level. This *Forbes* article provides some good tips for selling yourself without sounding like you're bragging.

[Find out more....](#)

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**Business Building Blocks- *Treat Referrals Like a Sales Force* - Ivanna Taylor**

A great way to double your sales in 2010 is to let your customers do it for you. This article provides some simple steps to make asking for referrals a normal part of how you do business.

[Find out more....](#)

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**Enerpace Experts - *QuickBooks Year End Checklist* - Jennifer Jordan, Jordan Daily Money Management**

To help us close-out 2009 as quickly as possible, we bring you this checklist from Jennifer Jordan, Owner of Jordan Daily Money Management & a Certified QuickBooks ProAdvisor. Whether you use paper & pencil or ANY brand of software to maintain your personal & professional finances, you'll find these tips of value!

[Find out more....](#)

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**Enerpace News**

**1. Elene Cafasso's Advice Featured on *Your Business Channel***

Two of Elene's Tips are Featured in *Your Business Chanel's* "Business Advice to Beat the Recession"

[Find out more....](#)

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**Cool Tools - *Flight Status Checkers***

Winter weather is ALWAYS unpredictable, and this winter is definitely no exception. The sites below are a great resource if you plan to travel by air.

The beauty of these websites is that, unlike the flight status section of an airline's specific website, these sites give you information on all airlines and all flights, including surrounding or alternative airports. Best yet, they even include the reason for the delays!

[www.flightarrivals.com](http://www.flightarrivals.com)

[www.flightview.com](http://www.flightview.com)

<http://www.fly.faa.gov/flyfaa/usmap.jsp>

[www.flightstats.com](http://www.flightstats.com)

[www.aeroseek.com](http://www.aeroseek.com)

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### **Great Books - *Your Brain at Work*- David Rock**

This wonderful book uses anecdotes to which we all can relate! The text follows a married couple through a typical challenging day. David Rock uses "do-overs" for each personal & professional challenge, illustrating that knowledge of how our brains work can help us diffuse even the most highly charged situation.

[Find out more....](#)

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“You are a product of your environment. So choose the environment that will best develop you toward your objective. Analyze your life in terms of its environment. Are the things around you helping you toward success - or are they holding you back? ” W. Clement Stone

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