

## CHAPTER 5: Internet Resources Links

**<http://www.balancetime.com>**

The Productivity Institute is dedicated to the purpose of offering the highest quality time management and personal productivity seminars and classes, workshops, keynotes, and consulting.

**<http://www.bettermanagement.com>**

**BetterManagement's** vision is to improve the leadership and decision-making skills of business and government executives around the world. They address critical business management issues through online resources such as business articles, Webcasts, and online learning.

**<http://www.careerdirectory.com>**

**The CareerDirectory** offers informative resources for those looking for a new job or career advancement.

**<http://www.careerknowhow.com>**

**Career Know-How** provides career advice and job strategies for today's workplace.

**<http://www.inc.com>**

**Inc.com** delivers advice, tools, and services to help business owners and CEOs start, run, and grow their businesses more successfully. Online, you'll find information and advice covering business and management tasks, including marketing, sales, finding capital, managing people, and more.

**<http://www.mindtools.com>**

**MindTools** provides an abundance of useful information on time management, stress management, information skills, communication skills, memory improvement, leadership skills, problem solving, decision making, project planning, and practical creativity.

**<http://www.mp3motivators.com>**

Modern times call for innovative solutions. **Mp3Motivators.com** makes it possible for you to download and listen to audio programs and books from personal development teachers and authors.

You can download and listen from your desktop, laptop, or portable device.

**<http://www.toastmasters.org>**

**Toastmasters** offers a proven way to improve your communication skills. By participating in a Toastmasters group, you can become a better speaker and leader and gain confidence to succeed in whatever path you've chosen in life.

**<http://www.womensmedia.com>**

**WomensMedia** was founded by three friends to provide in-depth resources on the Internet for working women.