



Our recent *Bulletins* have described essential elements in creating a flexible workplace - slaying myths, conducting research and engaging leaders, among them. And there are more to come. But the anchor of effective flexibility is our customized web toolkit that combines world class guidance, proven processes and user-friendly tools. Just-in-time, just-on-point.

We believe, as do our many delighted users, that our [FlexWise™](#) suite of tools sets the standard. And in a moment we'll explain why -- after a nod to the economy, the season and a 30-day opportunity. The economy looks daunting for 2009 and we continue to believe that companies would be wise to invest in affordable, enhanced flexibility to build employee satisfaction and engagement.

**To support such initiatives in this heavy discount holiday season, we are offering a 30% discount on the fees for any of our [FlexWise™](#) tools leased before December 31.**

What do users think a superior flexibility toolkit delivers to you?

1. An accounting client says, "It's our one-stop shop for information."
2. From biotech, "It's a great how-to system that educates managers and changes minds."
3. A service company adds, "These tools are a wonderful platform for making decisions."

The six-option or single option guidelines and the online employee and manager trainings offer:

**Reliable Guidance** - The online framework incorporates selection standards, screening tools, rules of the road, best practice implementation kits and compelling answers to many FAQs that:

- ▶ Avoid the extremes of allowing no one or everyone to have these options
- ▶ Give clear guidance to managers and employees on who should apply and how
- ▶ Assure that manager decisions are business impact-based and consistent

**Performance Focus** - These tools address the fear of negative impact on performance by striving to develop stronger contribution among users through:

- ▶ Articulating stretch goals that enhance performance and avoid hurting customer service
- ▶ Insisting on a form of flexibility that is built on give-and-take and colleague-responsiveness
- ▶ Providing clear individual agreements that assert standards and prevent conflict

**High-Performance Training** - Saying "yes" to an arrangement does not assure success. Experience-driven interactive e-training is crucial. Our integrated tools offer:

- ▶ Thorough preparation of employees and managers for key challenges
- ▶ Rehearsal of research-based best practices that facilitate the success of new options
- ▶ Troubleshooting tips that address common problems

*To view the FlexWise™ toolkit, click [here](#). To discuss how our systems have worked in a variety of settings or to consider making a gift of more control over their time to your workforce this holiday season, please contact me. With a FlexWise™ system your managers will thank you too.*

Best regards,  
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