

100% Merry!



A NOTE FROM JULES

Season's Greetings to everyone! This year has proved to be a very interesting one. My holiday wish for everyone this season, during these difficult economic times, is for you and yours to enjoy the warmth of your homes, your family, and your friends. The end of a year always seems to be a time of reflection for me. It is often easy to concentrate on all the negative things in life, rather than recognizing all the good things we have. I have more than many and am very grateful for my family, my business, my friends, my health, and the list goes on, but you get the idea. Because of you, my clients, it has been a great year for TPS and I look forward to working with even more of you in 2009!

P.S. See you in 2009!

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TPS

Real Brief

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Outsource & Save with 100% Billable Support

Your Concerns Addressed

Your rates seem so high. A lot of people get hung up on this. The most important thing to remember is that you only pay for the actual time worked. If I only work a quarter of an hour, that's all that I charge for, as opposed to someone who gets paid for a full eight-hour day and often overtime on top of that. Plus, my time is 100% billable to clients, so there is no loss in revenue for you. You don't have to pay my sick time, vacation time, taxes, bonuses, etc. That all adds up to more revenue for you.

I only pay my regular assistant half your rate. You may pay your assistant well, but you also pay for the items I mentioned above, which can add up to a hefty yearly salary.

I can't afford to outsource. How can you afford not to outsource? After using my services for a year, I am very confident that you will see savings. You do the math as to what you are paying out for salaries, bonuses, taxes, insurance, training, etc. as opposed to paying someone only for the time they are working on your project.

I like to keep a close eye on my assistants to make sure they're

getting everything done to my satisfaction. Even though I work remotely, my work is still monitored and needs to meet and exceed your expectations. It really is a simple matter of whether or not directions and explanations are being followed.

I don't think I can let go of the control of working side by side with my assistant. I've been thinking a lot about this one. Control can be an issue for a lot of us. The bottom line is you sign my paycheck, just like you do your in-house staff, and that makes me accountable to you. I understand it can be difficult to trust someone you don't really know. That's why I try to have an initial face-to-face consultation, whether it be in-person or via webcam.

I don't know anyone who has worked with a Virtual Assistant. I keep the testimonial page on my website up-to-date. At any time, you are welcome to ask me for referral phone numbers so that you may speak directly to someone who has had experience working with me. I actually would encourage that. Don't take my word for it;

you speak to someone who can tell you first-hand.

It just seems too unconventional for me. I work with clients all across the country, but it has been particularly challenging to break through the barrier of trying something unknown right here in my home state of Nebraska. Just think of how much you probably outsource already — accounting, deliveries, possibly even hiring. Technology and the economy are making it not just possible, but even preferable for many businesses to outsource.

I don't want the assistant(s) in my office to feel threatened. I'm not here to take anyone's job. I'm here to make the job easier if there is an overload or to help cover for someone who may be gone on vacation or an extended leave of absence so everyone can have peace of mind. You are secure in the knowledge that the work is going to get done and there is no disruption to the continuity of the workflow, and the employee can be confident that his/her job is secure and waiting for them when they return.

Simple Holiday Treats

I love holiday treats! Here are some that are fun and simple enough for kids to help prepare.

Red & Green Popcorn Balls

- 1 Cup sugar
- 1/3 Cup light corn syrup
- 1 Cup water
- 1 Tsp. lemon extract
- Green and red food coloring
- 12 Cups popped popcorn

Cover cookie sheet with non-stick aluminum foil. Place popcorn in a large heatproof bowl. Combine sugar, water, and corn syrup in pan over medium-high heat and

stir to dissolve sugar. Insert candy thermometer and stir occasionally, until temp reaches 240 F. Remove from heat. Stir in extract and food coloring. Pour over popcorn and stir thoroughly to coat all popcorn. Allow to cool for 5 minutes. Spray your hands with nonstick cooking spray. Press a handful of popcorn firmly into ball. Place on cookie sheet to cool and set completely. **Tip:** For best results, make one color batch at a time.

Gift-Wrapped Cheese Snack

- 8 ounces of cream cheese (softened)

- 1/2 Tsp. dried dill
- 1/4 Tsp. garlic powder
- 1/8 Tsp. salt
- Scallions
- Red bell pepper

Mix dill, garlic powder, and salt into softened cream cheese. Pack mixture into rectangular container lined with plastic wrap (you can reuse the cream cheese box). Refrigerate for at least 3 hours. Before serving, set unwrapped block of cheese on a platter and decorate it with a scallion bow and red pepper polka dots.



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Holiday Hours:

December 24 - closed at noon

December 25 & 26 - closed

December 31 - closed at noon

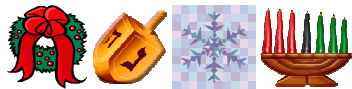
January 1 - closed



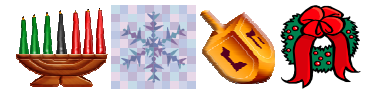
Share the Spirit of the Season!

Remember, this season is about giving, not getting. So let's give the things that mean the most - hugs, friendship, kind words, warm meals, and anything we can for those who have less than we do. In other words, give love: not just in December, but all year long.

Have a safe and joyous holiday season!



Festive Fun



HOLIDAY TRADITIONS

HANUKKAH, BEGINS AT SUNDOWN DECEMBER 21

Hanukkah comes from the Hebrew word for "dedication" or "consecration" because it marks the re-dedication of the Temple in Jerusalem. It is celebrated for eight days with the lighting of the menorah.

YULE, DECEMBER 21

The word *Yule* came from the aboriginal Scandinavians for their Winter Solstice festival. It is still observed by some groups on the first day of winter with a feast celebrating the return of the sun and the days growing longer.

CHRISTMAS, DECEMBER 25

The word *Christmas* is strictly a Roman Catholic word and is a contraction of Christ's Mass. Modern Christians celebrate the day as an observance of the birth of Jesus Christ

KWANZAA, BEGINS DECEMBER 26

During Kwanzaa seven candles are lit over seven days, representing seven principles: unity; self-determination; collective work and responsibility; cooperative economics; purpose; creativity; and faith.

QUOTE OF THE MONTH

I pay attention to what my elves (and others) feel. Perceptions are realities for those that hold them...and I must deal with those realities in order to lead effectively.

~ Santa Claus

Never forget that getting big things done all year long isn't about magic. It's about leadership.

~ Santa Claus

REAL BRIEF TRIVIA

Both Indiana and Georgia have cities named Santa Claus. Alaska has a city named North Pole.

There are no cities named for Hannukah, Kwanzaa, or Yule.

