



Nancy Miller

Author - Speaker - Consultant

From the moment she steps on the platform, you'll know that there is something different, and very special, about Nancy Miller.

Nancy's message is one for all of us because she's a hero for the rest of us. She's an inspiring example of the power to take a tragedy and turn it into a triumph.

In college, a drunk driver caused the amputation of her left leg. Within 6 days, she left the hospital and resumed her work with Circle K. Within 60 days she attended the National Convention and at 90 days returned to classes.

Since the accident, she has learned to downhill ski, scuba dive, and climb mountains.

A professional entrepreneur and businesswoman, Nancy is a writer, teacher, public speaker, and a world traveler lecturing on a variety of business entrepreneurial, and motivational topics. She is the recipient of the Greater Los Angeles Chapter of The National Speakers Association Golden Microphone Award for Speaking Excellence.

Unlike many celebrities who you'll hear who have had to overcome a challenge, Nancy will tell you that she wasn't on her way to be a world class athlete or an international model - she simply wanted what the rest of us want - success and happiness in our chosen life style.

Her message is TRULY inspiring because it's a message for the rest of us who have something less than careers that place us in the limelight and yet still have to cope with a challenge and be successful.

Just like the rest of us, when confronted with something new or difficult, she'll say "I can't" but then she'll go on and do it anyway. Rather than focus on the methods, Nancy has learned to focus on the desired results - and she'll show you how to do that too.

Whether she's delivering a powerful motivation keynote about overcoming challenges and getting on with your life or giving a workshop on eliminating the clutter in your life, Nancy puts everything she's got into her programs.

Proven Tips, Tools and Tactics To Survive These Current Economic Conditions

Brian Tracy surveyed senior executives, and found: "fifty out of fifty-two said that they would not promote a person with a messy desk or a cluttered work environment. Even if that person was producing good work, these executives said that they would not trust a position of responsibility to a person who could not get organized."

Are you looking around your office and wondering if you will be there a year from now. You produce good work, but have difficulty dealing with all the information of the information age. Do you have the skills to keep you employed and promoted?

Imagine the value of being able to use time in a more productive way. Are you:

- Overwhelmed by the amount of paper in your office?
- Afraid you'll never find documents you've file away?
- In need of a system to help you remember appointments, commitments, promises, meetings later in the week/month/year?
- Desperate for a system to help manage your time and paper better—improving your work and personal habits?

Then Clutterology® is the answer! Clutterology® provides a simple processes so you can effectively manage your papers and time. In this program, you'll learn:

- How to get off of lists (mailing, fax, email, telemarketers)
- How to organize your reading materials
- About filing tools and how to apply them
- Making the switch to an information age based work environment
- How to prioritize projects
- How to get those pesky reminder notes off your desk and computer monitor

Protect your future income and career by learning what makes you golden to your boss.

Nancy Miller is a professional organizer and author of Clutterology® Getting Rid of Clutter and Getting Organized. Her presentations provide clear, concise methods and processes for getting rid of the stuff that's causing the paper congestion in your office.

How to Manage Paper and Electronic Documents

Overwhelmed by the amount of paper, email, and other information you've gathered? Because information now comes to us in via paper, electronic, voice-mail, and Fax, we're faced with more paper and information in a single day than most people encountered in a lifetime a mere 50 years ago.

Getting a handle on this information and getting under control means getting your life back plus you'll save over 55 hours per year (that's over a week!) in wasted time spent looking for lost papers and handling papers that should have been tossed to begin with.

In this entertaining and interactive program, you'll learn:

- How paper and data backlogs develop
- How to keep them from getting out of hand
- How to get off of mailing lists
- How to setup and use spam blockers effectively
- The 5 possibilities of what to do with information
- How to setup filing systems that work

How to Create a 2nd Income with a Home Based Business

- Worried about rising costs?
- Looking for a way to enhance your income from home?

Starting and operating a home based business doesn't take a lot of money to get started--just the knowledge of what to do and how to do it.

In this practical program, you'll learn the basic information needed to either start a home based business:

- Business licensing and taxes
- How to set-up a credit card account
- Basic business laws concerning the successful operation of a home based business.
- How to get customers including advertising and marketing with postcards
- Using computers and the Internet

Programs by Nancy Miller specifically tailored for college campus activities and staff development!

Getting Organizing 101

You've moved out from your home and are expected to be an adult. But how do you handle all those things and pieces of paper in your life.

Learn some of the simple tips and tricks that by implementing them today may put you at the top of your profession tomorrow.

Learn how to set up and maintain an easy-access filing system, what should be on top of your desk and what should be in your desk drawer.

New technologies have only made things more complicated, but you can get a handle on them and learn life-long helpful hints and tricks for handling all the papers in your life.

Defusing the Time Bomb

How do you get more done when the days are so short and there's so much to do?

Since we'll never get more time, how do we best use the time that we have?

The answer is to invest some of your time into planning and organizing the rest of your time so that you have more productive time and less wasted time.

In this program learn how to deal with interruptions, time wasters and make your day more productive.

De-Junk Your Stuff

Life was pretty well organized before, BUT now, well, that's another story.

If you find that you're dealing with too much stuff, then what you need is a process for getting it under control, NOW!

Using this simple and practical approach, you'll learn how to deal with the stuff in your life, corral it, remove it, and prioritize what's left.

When you're done, you'll have learned how to establish systems that work and that you and those around you can live with!

Organizing Your Papers and Files

Are piles of paper taking up your space?

Do you transfer papers from one side of the desk to the other without handling them?

Is paper controlling your life? Are you on information overload?

Paper and other forms of information are controllable – if you know how.

In this program you'll learn easy to implement hints and tricks for handling all the paper and information in your life—including those pesky electronic files that seem to grow on your computer.

The Power of One

In today's turbulent world, nothing stays the same. Sometimes the change is expected, sometimes not!

Learn how to adapt efficiently and effectively to the changes in your life.

At the age of 19, Nancy was hit by a drunk driver while riding a motorcycle which resulted in the amputation of her left leg above the knee.

Nancy isn't any super star, she's just another plain Jane. Learn life lessons from her inspirational story...

Create a Business from Your Dorm Room

Want to earn some extra money?

Have a great idea for a business?

Got a great idea and want to start right now, but don't know where to begin!

Being your own boss requires the knowledge about how to set up, operate, and market your skills in an efficient and profitable manner.

However, there's more to operating a business other than just using your computer. You need to consider

what licenses or permits you may or may not need,

what type of taxes to charge or pay, and

how to track the money.