

Articles Published in:

- ◆ Wrangell Sentinel (news and monthly column)
- ◆ SE Log (community newspaper)
- ◆ Southeast Alaska Magazine
- ◆ Alaska Magazine
- ◆ East-Oregonian (community feature stories)
- ◆ Burns-Times Herald (news)

Author:

- ◆ Fort Wrangel, Alaska Gateway to the Stikine River 1834-1899 Published 2007
- ◆ Stikine River Journal Published 2012

Graphic Design

- ◆ The Bulletin, Bend (typesetting and page layout)
- ◆ The Valley News, Eugene (Ad design & typesetting)
- ◆ Burns Times Herald (ad design, web graphics, webmaster, & typesetting)
- ◆ designsbytrisha (website design)
- ◆ Parade of Homes Real Estate magazine (sales and graphic design)

Contact:

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Starting A New Business?

Starting a new business? Have a business but need some help getting organized? I can assist you in getting started, getting organized, or even something as simple as referring you to the right people to assist you.

Business Services

We offer Business Legal Service Plans that fit the size of your business at an affordable rate with no long term commitment. Includes a free basic website and hosting. Advance features available for a nominal fee. It includes my assistance in getting started on your web site.

We also offer similar legal services and Identity Theft plans as group benefits at no out of pocket expense to employers.

Call for details!



Helping you to put the puzzle together!

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Are you a busy Professional or Small Business Owner and just don't have enough

hours in the day to accomplish everything on your "To Do List"?

Perhaps you are a new business owner and need some help getting your business off the ground. Perhaps you really can't afford or need an Admin Assistant right now but could use some help from time-to-time.

Overwhelmed with tasks that keep you from seeking out new clients or customers but you don't have enough hours to make it worthwhile to hire an employee?

Do computers, digital cameras and even cell phones seem to be a bit mysterious? Are you still trying to figure out what "Social Media" really is and how to use it or if you really want it?

I can help reduce your workload and your stress level so that you have the time to work on your business.

- ◆ Flyers to advertise events, sales, business, etc.
- ◆ Brochures to market your business, home for sale, etc.
- ◆ Newsletters for your business or organization.
- ◆ Magazine format publications.
- ◆ Digital Photography for publications and web sites.
- ◆ Telephone calls for appointments, marketing, surveys, and more.
- ◆ E-mail for marketing purposes, sales, events, etc.
- ◆ Post Cards as reminders, marketing, events, etc.
- ◆ Web site for your business, personal site, and organizations.
- ◆ Set up for Quicken and QuickBooks.
- ◆ Business Plans for start up or existing business.

I can take on the "busy work" of doing business so that you can go do what you do best!

- ◆ Available when you need me.
- ◆ No employee-related taxes, insurance or benefit packages to pay.
- ◆ No extra office space or equipment.
- ◆ I have digital cameras, computers, scanner, and virtual Fax..
- ◆ Have a Blog or want one but no time?
- ◆ Set up for Facebook, Twitter, LinkedIn, WordPress, Postlets, and more.
- ◆ Expenses only for time and materials spent on project.
- ◆ Reasonable rates start at \$15 hour or by the project.
- ◆ Services provided in person, electronically, or by mail.
- ◆ Free consultation!

