

### Holding A High-Tech Place For Paper And Pen

(NAPSA)—If you're between the ages of 21 and 54, chances are you're a "co-user."

Don't worry, the term isn't as ominous as it might sound. Co-users are simply people who like to combine new technologies with traditional paper tools when planning their schedules. The result is a blend of paper, pencil and computer planning used by 67 percent of white-collar workers in America.

Experts, however, warn that those co-users face unique challenges.

"Transferring information from scribbled notes to planning software provides plenty of opportunity for error, missed meetings and deadlines," says Jerry Foley, marketing manager for AT-A-GLANCE planning products. "The key is to find a smart way to maneuver between written plans and your computer."

AT-A-GLANCE may have a solution. It's a line of paper-based planning and note-taking products called Outlink. Each product is designed to work seamlessly with computer-based planning products such as Microsoft Outlook and Lotus Notes. Foley says it's the first system designed specifically for co-users and that each product helps increase productivity by making it easier to transfer information from written notes to the computer and then



**"Co-users" combine written notes and computer planners when making their schedules.**

back again—especially important for those on the go.

The line's "Task Pad," for example, has a specially designed format for capturing e-mail addresses, contact names and phone numbers. Similarly, the "Page Jog" has a unique page hole punch that allows calendar pages to be pulled up as page markers that serve as visual reminders to enter information into a computer.

What's more, you can store and mark up all types of printouts—including calendars, contacts, tasks and e-mails—in the line's "Document Tray." The tray has a sturdy back and an open face for easy viewing and note-taking. There's also a "Pop-Up Reminder" that beeps to alert you of upcoming appointments and deadlines.

For more information, visit [www.MyOutlink.com](http://www.MyOutlink.com).