

Time \$aving Tips

Tech Therapy for the Workaholic

(NAPSA)—Are you the last to leave the office, shackled to your computer because a deadline is looming and clocking out at 5 p.m. just won't cut it?

What you may not realize is that while you think you're giving 110 percent, your boss and co-workers might be thinking the opposite: You're falling behind in effectively using mobile technology.

Mobile technology is more popular and affordable than ever before—and won't keep you cooped up in the office all evening.

Thanks to today's smarter mobile phones, you can be that always-reachable, always-reliable office rock star and still have a life outside of your cubicle. So-called "smartphones" let you check email, calendars, addresses and phone numbers, complete research on the Internet, send text messages and even work on documents, all while you're out and about. Some smartphones, such as the iPhone, have a touch screen, making it easier to do many activities but harder to type using a "virtual" keyboard. Others, including most BlackBerry models, have an actual keyboard but no touch screen. The new Treo Pro (and upcoming Pre) by Palm have both so you can type and send complete emails, just like on a computer. All these smartphones fit comfortably in your pocket so you can work wherever you like—you don't need to be breathing stale cubicle air to get your work done anymore.

Smartphones are especially helpful in curbing a workaholic's bad habits, such as:

- **Skipping lunch**—Email comes directly and automatically to your smartphone, so you can stop missing meals while waiting for that important message. You can also respond on the spot, wherever that spot happens to be.



- **Missing your ride**—If you take the bus or train, or carpool, use Microsoft Office Mobile on Treo Pro to work on your way home instead of staying another hour at the office.

- **Arriving late for appointments**—Leaving at the last minute doesn't allow time for experimenting with directions. Some smartphones, such as Treo Pro, have built-in GPS to help you get there on time.

- **Poor posture**—Instead of hunching over your computer, chat with your co-workers via text message or use the Internet browser to read your favorite food critic's blog while you take a coffee break.

- **Neglecting a much-needed vacation**—Whether a day trip to a winery or a cross-country trek, you can take your smartphone with you "just in case," without adding weight to your luggage or making you feel like you're still bogged down at the office.

Checking out carrier stores like Sprint is a great starting place. You'll be pleased with all the options that are surprisingly affordable. Whatever smartphone you choose, you don't have to give up your gold star to make it to happy hour or home in time for dinner.