



LET THE ONE PLANNER BE YOUR PERSONAL ASSISTANT

Take the headache out of scheduling appointments...

**Tutors – Music Teachers – Therapists
Sports Instructors**

Anyone who works by appointment or reservation

**Realtors - Rental Agents - Property Owners
Anyone with something to rent**

Your business depends on matching customers with available time slots. Unless you have an assistant, you probably play a lot of phone tag and even miss a few opportunities.

Let **THE ONE PLANNER** be your 24/7 assistant so your customers can book available slots and you can focus on your core business. Automatic confirmation emails to your customers help drive down no-shows. If a customer cancels an appointment online, you receive a time-stamped notification email, a useful tool in applying cancellation policies.

Posting Board

Lessons for Beginners
07/12/2010 10:00 AM-11:00 AM

Signed Up: [Click to View](#)
Location: 15 Maple Street, Anytown USA

Total slots	Taken	Available
5	2	3

Comment: Please bring a pencil and note pad.
Coordinator: Jane Austen

[Details / Sign Up](#) | [Edit Posting](#)

THERE'S AN ANNUAL PLAN THAT'S RIGHT FOR YOU	FREE!	\$19-95	\$39-95
Secure ID and password. Privacy settings selected by you	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Your own Planner for organizing your group members around activities, appointment slots and supply lists	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Eligible to be invited by other organizers to join up to a dozen Planners at any one time.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
A single Master Planner that captures all the items from each of the Planners you are coordinating or have joined	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Convenient upload of address book contacts to get your group quickly connected to your Planner	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Compose updates and messages to your contact group at any time using The One Planner's built-in email feature	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Email confirmation to you and the respective group member when he or she signs-up for or cancels an item	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Two additional Planners so you can organize three separate groups of people on three different sets of activities, such as family, school and church		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Ability to attach documents and images to your Planner so members you invite have complete information		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Actively run up to ten Planners at a time so you can organize a wide range of separate groups and activities			<input checked="" type="checkbox"/>
Personalize your Planners by uploading your brand logo and selecting your own color scheme			<input checked="" type="checkbox"/>
Import Planner items into popular programs like Outlook and iCal			<input checked="" type="checkbox"/>
Eligible to be invited by other organizers to join up to fifty Planners at a time, in addition to your own Planners			<input checked="" type="checkbox"/>

Visit us at www.TheOnePlanner.com and start **GETTING EVERYONE ON THE SAME PLAN**



2006 E. Franklin Street, Suite 101
Richmond, Virginia 23223

Phone: (804) 644-0821 Fax: (804) 644-0926

INFO@THEONEPLANNER.COM.



An online calendar coordinating service



GETTING EVERYONE ON THE SAME PLAN

If you spend far too much time in the back-and-forth communication loop of trying to coordinate a group of people, **THE ONE PLANNER** is here to help.

ABOUT THE ONE PLANNER

The idea first came to co-founder Amy de Venoge after coordinating a variety of activities, including organizing care support for a friend's family, acting as room mom for her daughter's class and arranging church activities. Friends asked how she did it so effortlessly. The problem was these roles were anything but effortless. **Five emails and three phone calls to firm up who is doing a single task can hardly be called effortless.** Multiply that by dozens of tasks and you've got a full time job.

Amy's brother and co-founder, Charles Bice spent years as a project manager for a global corporation and experienced many of the same frustrations. **"Figuring out what needs to get done is easy compared to lining up the people,"** he observed. There had to be a better way, and they decided to create it.



Co-founders: Charles Bice and Amy de Venoge

Visit www.THEONEPLANNER.COM and take a tour. Register today and start getting everyone on the same plan.

GETTING EVERYONE ON THE SAME PLAN

You may find yourself in charge of a community fundraiser, school event or even a reunion of classmates or family. Whatever the activity, you have a list of things that need to get done and a group of people to call upon.



Let **THE ONE PLANNER** match the needs and the people for you.

- No more phone tag
- No more chains of "reply all" emails
- No more trial and error to find who is available for what

A SET OF SIMPLE YET POWERFUL TOOLS

- Set-up is quick and easy
- It feels like your familiar calendar planner
- Create appointment-style activities and decide the number of people you need to sign up for each
- Create lists of items such as classroom needs, dishes for the church supper or supplies for the fundraiser
- Users can sign up for full or partial quantities of any item
- Generate an invitation email asking your group members to join your planner
- Group members sign-up for activities or list items and receive confirmation emails.
- Your planner always reflects what's booked and what's still open
- You can send updates and changes to your group quickly and easily



CARING COMMUNITIES

When a friend or family member is in need, you may have to call on a caring community to help with meals, transportation, visitations and any number of errands. **THE ONE PLANNER** provides a private, secure place for you to organize your helpers. It also creates an environment where your helpers can see what others are doing and identify opportunities for collaboration.

