

Timely Opportunities

Tax-Saving Depreciation Moves for Businesses Before December 31



It's not too late. You can still take steps to slash 2011 taxes for your business. If you are buying equipment, computers, software, vehicles, office furniture and more, there are valuable tax breaks available this year that are scheduled to expire or become less attractive next year. There is also a special deduction in 2011 for real property improvements. This article explains what you need to do by December 31 to take advantage.

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Marketing

Keep Control in a Media Interview



Be prepared when meeting with reporters to talk about your company or a new product. You want the publicity but also want to be sure you present the right image and don't get trapped by probing questions. Click "Full Article" for six pointers that can help turn you into a media savvy executive.

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Human Resources

Does Multi-Tasking Have a Place in the Workplace?



Numerous studies have given multi-tasking a bad rap. But some research indicates that switching quickly from one task to another can, in some cases, be vital to success in today's workplace. For insights on the pros of multi-tasking on job performance at your organization, as well as research outlining the disadvantages, click "Full Article."

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