

KEEP UP THE PACE

WHILE ON THE ROAD

"I was out of the office" is not an acceptable reason for communication delays while you're on the road. Check out these tips to work productively wherever and whenever you please.



Befriend Your GPS.

Does anyone remember road atlases? Now your car likely has GPS—the electronic atlas. But if you're renting a car, don't rent a GPS device—you can use the GPS on your smartphone or download an app.



Leverage the Tablet.

The iPad, Tab and Kindle made tablet computing practical. You can annotate a PDF on the run, take e-notes, videoconference, watch movies, search the Internet, capture photos and organize your research. Maximize your productivity with these well-established technologies and you'll have more time for real life when you're home.



Cloud Compute.

Wi-Fi-friendly apps such as Evernote, DropBox and CrashPlan help you maintain an up-to-date data cloud, sync across your devices, and store and share files wherever you are.



BYOHS

(Bring Your Own Hot Spot).

Even in a world where Wi-Fi seems abundant, you may sometimes have trouble finding an accessible network. So sign up for the mobile hotspot from your wireless company or get your own MiFi wireless router, and you can stop looking for a Starbucks or paying \$15 in the hotel.



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—Laura Stack,
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