

**WOMENSNET / AMBER GRANT**

Alicia Dietz Studios LLC



**ALICIA DIETZ**  
•studios•

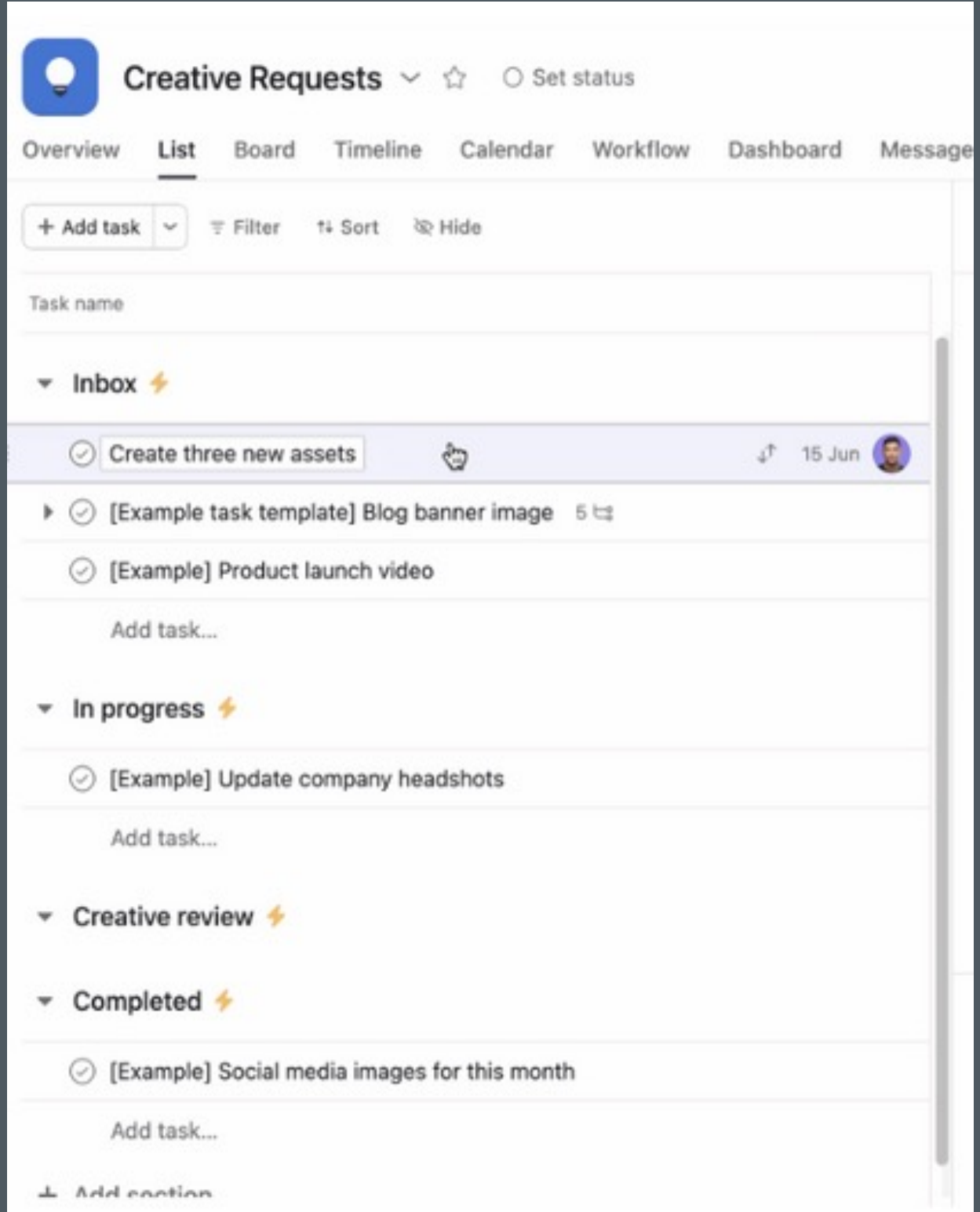
# RESOURCES

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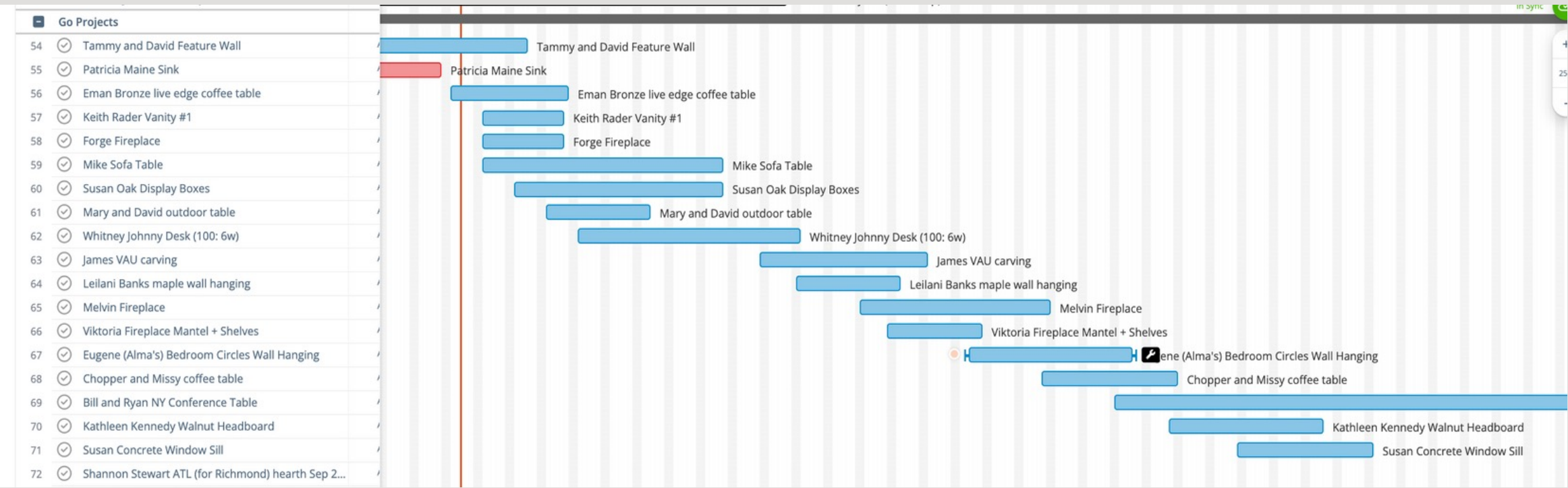
**OCTOBER CREATIVE ARTS GRANT**

# SOFTWARE PROGRAMS / TOOLS / APPS

## ASANA

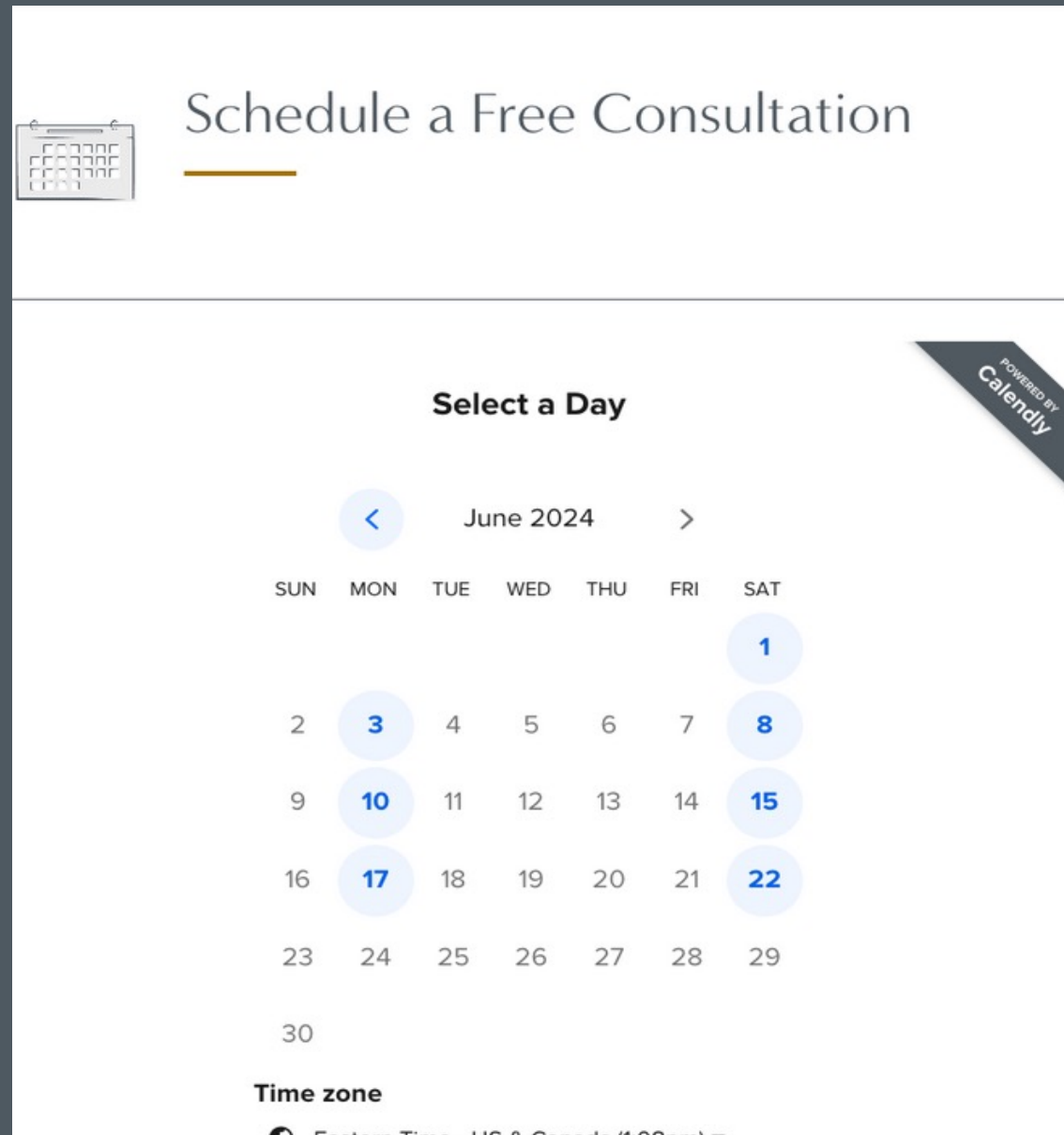


## INSTAGANTT



# ORGANIZATION AND TIME-SAVING

## CALENDLY



### Calendly or any Scheduler

only block out days/times that you want to be available

client gets to be in control of when you meet

## CONTACT FORM

Name (required)  
First Name  Last Name

Email (required)

City/State (required)

Tell me a little about your dream project (required)

How did you find me? (required)  
Select an option

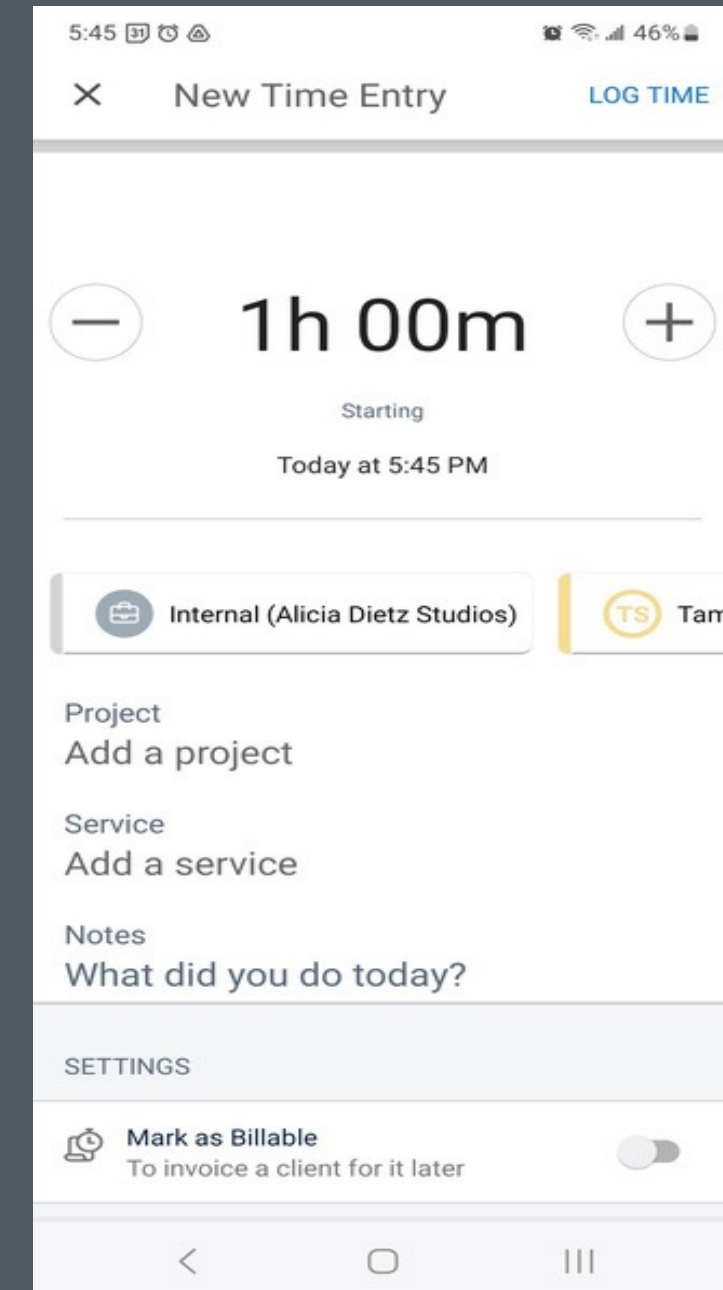
Generally Preferred Communication Method (required)  
 Emails  
 Texts  
 Phone Calls  
 Video Calls  
Talk to you soon!

Email | alicia(at)aliciadietzstudios.com

### Methods of communication

On my contact form, I ask what method of communication is best for the client

## TIME TRACKING



# RESOURCES

## BOOKS, PROGRAMS, & LINKS



*links will be provided on the Resource List*

## BOOKS



Never Lose a Customer Again  
by Joey Coleman

Building a Storybrand  
by Donald Miller

Profit First for Contractors  
by Shawn Van Dyke

15 Secrets Successful People Know  
About Time Management  
by Kevin Kruse

Marketing Made Simple  
by Donal Miller

## BRANDING / DESIGN



Canva  
Noun Project  
Photopea

## TIME MANAGEMENT



Any online time tracker:

- Freshbooks
- Clockify
- Harvest
- MyHours

Online Tools:

- Calendly
- Asana
- Instagantt

Visual Clock Timer

know this sounds silly, but this  
clock has been a life saver

## BUSINESS

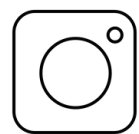


Esignatures.io  
Asana  
Instagantt





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[www.aliciadietzstudios.com](http://www.aliciadietzstudios.com)



Richmond, VA

# THANK YOU

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