BUSINESS

Agenda Maker 2.4b1
Ultimate personal information manager
This comprehensive system integrates notebook, task, calendar, alarm, mail, network messaging and conferencing functions into one application. Create, assign, prioritize and track projects.
• Network aware
• Supports network conferencing and messaging
• Multiple projects
• Supports advanced filters
(Application by Kurt Swasing)

Consult!
Exclusively for professional consultants
This is an all-in-one program written exclusively for independent consultants. Establish short and long term goals, apply personal values to activities, track projects, keep a calendar and to-do list, take notes and organize your contact information. Accounting features include default chart of accounts, double entry accounting, recurring transactions, check writing, billing, invoices and accounts receivables.
• 15 full-featured systems in one
• Example included
• View cash flow, bank balances, account totals, credit card balances, profit/loss and net worth
• Daily Reminder screen shows status of all systems
• See data relationships between systems with Power Cross-Referencing.
(Application by GURU! Software)

eDOC 1.1.1
Create stand-alone files
Create documents that can be read and printed without the original application. Standard documents can be read with eDOC Reader, included with this program. To read files without eDOC Reader, save them as self-reading documents.
• Maintains original format and layout
• Search function
(Extension by Michel and Francois Touchot)

Financial Portfolio 4.1
Amazing financial analyzer
This comprehensive tool keeps track of your investments and net worth.
• Import stock prices
• Graph stock performance
• Print reports
• Track capital gains
(Hypercard by Michael J. Foreman)

Manage!
Effective management tool
This comprehensive tool helps managers become more effective by organizing and giving quick access to essential personal information manager (PIM) information. It covers goals, projects, tasks, meetings, notes and contacts. It has a series of expert system components for tracking employees, their activities and needs. Other exceptional features include:
• Knowledge System: Records ideas, experiences, procedures, techniques and more
• Project Analysis: Analyzes how well you performed on past projects and advises how to handle future assignments
• Job Position: Evaluates your job to focus on key tasks and delegate projects
• Hiring system: Set criteria for open positions and rate candidates
• Decision Making: Microsoft Word template for organizing your decisions
• And more
(Application by GURU! Software)

My Lists and Labels 2.4
Create custom mailing lists and labels
Categorize your records so you can print all records or just specified files. Extensive field features, including sort and printing options. It can print any size labels.
• Ten pre-defined Avery label sizes
• Supports drag 'n drop
• Extensive online help
(Application by Dabs Software)

NetBooks 2.6.2
One stop finance package for small businesses
This small business program offers a complete, easy-to-use financial package. Includes an integrated general ledger, financial report, bank reconciliation, accounts payable and receivable, inventory control, job cost and payroll modules. Includes samples to get you started.
• Create report groups
• Password protect data
• Maintain 1099 forms
• Extensive report printing
• Extensive help
(Application by Symmetry Software)

Phonebook Plus 3.0.3
Electronic phone book
Let this multi-featured program handle your long list of names and addresses. It sports a slick interface, extensive phone dialing features, envelope printing, report design and printing, and a robust phone call timer.
• Automatically dials your phone
• Design your own reports

(Application by Two Bits Worth, Inc.)

Remember 1.0
Don't forget
Have you forgotten something? This program reminds you of important events each time you start your computer. A great tool for planning and followup
• Multiple reminders
• Reminds you on startup
• Easy to install — simply put it in your Startup folder
• Supports annual and monthly one-time events
(Application by Gregg Roe)

TimeSlice 1.3
Timely billing system
An extremely well-designed program for recording billable time. Record your time for multiple clients and jobs. Track by job type, set different hourly rates, adjust budget balance and more.
• Open several time windows simultaneously
• Well-designed interface
• Multiple projects per client
• Running budget total
(Application by Maui Software)