

The Mobile Office System That Works



G. William James, presenter and author of "The Google Universe", is internationally recognized as one of the leading training professionals for handheld computing and mobile technology for retail, medicine, sales, business and real estate. His Google Universe Workshop has been acclaimed as the most effective mobile technology class in the US today.

**Live, In Classroom
Individualized Instruction**

Enter Date Here

**Your Association
or Organization**

Address
City, State
Phone

6 Hours of Real Estate CE Credit

Only \$00

**Limited Number Of Seats
Pre - Registration is
strongly recommended**

Prior to the class you will receive instructions on what you must have prepared before attending the workshop.

The Google® Universe Boot Camp

A full-day, 6 hour get-it-done workshop

Bring your laptop, Tablet and Smartphone

This full day workshop will empower each attendee with the comprehensive knowledge of the Google cloud apps, and a complete mobile office solution

- **Gmail** Learn to use Gmail's unique filing and organization features
- **Google Voice** Customized messaging and voice call features
- **Google Calendar** Time management has never been so easy
- **Google Documents** Manage all of your documents and share them
- **Google Picasa** Store and share thousands of photos right online
- **YouTube** Upload and distribute listing videos like never before
- **Google+** Learn to create a business page, and effectively network
- **Plus Google Analytics, Mobile Apps, and more!**

What You Will Have By The End Of The Day:

- **Gmail** Customized and ready for organization of all your email
- **Google Voice** customized as your front-end receptionist
- **Google Calendars** synchronized to all devices and a backup.
- **Google Documents** organized and ready to share live online
- **Google Picasa** set and organized to store and distribute photos
- **YouTube** videos uploaded, edited and ready for distribution
- **Google+** profiles optimized to globalize your business

Your mobile office is ready to use immediately!

You must bring your laptop computer to the class.

NEW!



Additional applications and tools such as **Evernote**, **Instagram** and **Dropbox** accounts will be set up for your ultimate mobile office experience.

This is a unique opportunity to have all your mobile tools ready for your business, with **step-by-step instructions from the Master of the PDA, G. William James.**

Biography and Introduction

G. William James is one of the leading training professionals for handheld computing and mobile technology in the United States for retail, medicine, sales, business and real estate. A sales trainer and seminar presenter since 1986, thousands have heard his enthusiastic yet real-life approach to time management and sales excellence. James was an early user of PDAs, is devoted to handheld computing and has built his career on the technology. In 2003 he began teaching smartphones as well, and today teaches all platforms and devices on the Android, Apple iPad and iPhone, Blackberry, and Windows Mobile operating systems.

In real estate, James is internationally recognized for teaching the smartphone and tablet technology to be the ultimate REALTOR® tools. His workshops emphasize the ease-of-use and intrinsic value of the smartphone for the sales, consulting and managing professional. He is a contributor to Realty Times, Illinois Realtor, Michigan Realtor, New Jersey Realtor, and Texas Realtor Magazines on mobile technology and cloud computing.

His lists of clients include Medtronic, Primerica, General Electric and Kaiser Permanente. He presented to the numerous conventions, including the Keller Williams Real Estate Family Reunion, RE/Max of Texas Convention and the state REALTORS® conventions of Alabama, California, Colorado, Florida, Georgia, Illinois, Michigan, Nebraska, New Jersey, New York, Pennsylvania, Texas and Virginia. He has presented to the National Association of REALTORS Convention & Expo on multiple occasions, and is a highly popular presenter at the association level and real estate technology forums.

James is trained and certified by GE Supra as an expert on the eKey system. He is also versed in the SentiLock Keybox System

Mr. James was featured in **Black Enterprise Magazine** as “Master of the PDA”.

James is also a frequent guest speaker at luncheons and association functions for many Industries, all of which are constantly striving to remain on the leading edge of handheld technology. He has represented for Palm, GE Supra, MarketSource, Inc., and others as a platform speaker and booth personality at conventions and technology events. His company, Handheld Computer Solutions, conducts specialized training seminars for companies and real estate organizations throughout the United States, the Caribbean and Canada.

James resides in an Atlanta suburb with his family.