



Change: Productive or Frustrating

Submitted by Paul Spencer, President and CEO



Prestige is about to embark on many initiatives designed to help everybody do their job better and more easily, but we all know that change can also cause disruption and frustration. One of the dilemmas that my partners and I have is just how fast should we push change? We have asked our RVP's, Team Leaders and RPM's that question and they have told us to "bring it on!"

One example is our continued roll out of "remote capture" over the next few months. Remote capture allows sites to scan checks and money orders directly into our bank account, which eliminates the need for the site manager to go to the bank to make the deposit and allows the money to be credited to our accounts more quickly. Some site managers have quite a distance to travel in order to make their bank deposits. This one change will save some managers 5-7 hours per month. In spite of the benefits, there will be some frustrations created with this change. Rolling out something new is rarely perfect and some of you may have to deal with some technical or equipment issues during the implementation. Each of you will have to learn a new process which is frustrating in and of itself. I know that I always love it when I feel like an expert with a system or process and I don't love it so much when I feel like a rookie. This feeling will go away shortly as remote capture is very easy to learn. This process will also give us a way to potentially reduce the information required to fax over to your support center after you make a remote deposit. That is more good news and it gets us another step closer to going "paperless."

The example that I used above is pretty easy for everybody to understand the benefits of change, but I also realize that this will just be one of many changes over the next 6 -18 months. I acknowledge that the change will cause some frustration in the interim, but when we implement these new processes and systems, then I think everybody will be able to see the benefits that we have created for all of us. Change is the only way for us to become the best, most respected property management company in the industry.

In this Issue...

Change	1
Plugging the Holes In your Life	3-6
Safety Incentive Winners	6
Move the Needle	7-9
Organization Quick Tips	10-12
Cowboy Caviar	13
Maintenance Tip	13
Anniversary	14
Prestige Web Updates	15-16

Lead-Based Paint Request Denied

Political Insider

The Environmental Protection Agency (EPA) denied NAA/NMHC's request for a two-year compliance assistance period for its new lead-based paint Renovation, Repair and Remodeling (RRP) rule which went into effect on April 22.

In a letter to NAA/NMHC, EPA responded that they believe there are ample trainers and certified renovators to provide services to pre-1978 target properties. EPA downplays the industry's concerns regarding the scope of the rule and inconsistencies between the rule and existing OSHA and HUD regulations.

NAA/NMHC met with representatives of EPA and the Small Business Administration on April 23 to urge the agency to provide additional assistance to the regulated community, including access to rapid identification lead-paint test kits that can be used on plaster surfaces.

Separately, Sen. James Inhofe (R-OK) has expressed his concern about the way the EPA has implemented this rule; see <http://bit.ly/bYOjau> for a video of his comment.

Provided by the NAAHQ and Units Magazine

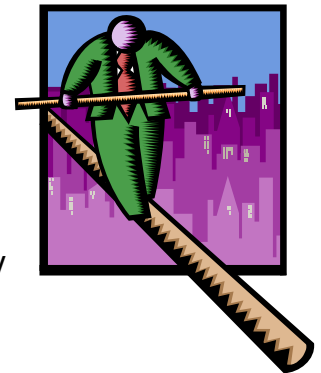


This month I do not have my own article for you. Instead I want to share with you a web site I thought you all might be interested in. The web site **Wings for The Heart** offers monthly articles that are motivational, inspirational or self help in nature. I ran across this site several months ago while researching for a previous article. I signed up for the site and receive monthly articles on a variety of subjects. I do not get any other solicitations or e-mails trying to coax me to join some group. The following is an article that was recently sent. I think you will enjoy it. Please visit the site www.wingsfortheheart.com . I hope you enjoy "Plugging the Holes in Your Life".

Plugging the Holes in Your Life

Does your life have a lot of "holes" in it? By holes, I mean people, situations, or habits that seem to "drain" you in one way or another.

Despite your best efforts at balancing your life, you may find yourself facing serious drains on your time, energy and resources. Unless you deal with the causes of these drains and "plug the holes," so to speak, you'll forever keep running in circles as you try desperately to stay in control.



Below are several common things that can drain your time, energy and resources; and what to do about them:

Distraction

Have you ever had those days where you just can't seem to focus? Even the simplest tasks make you feel overwhelmed because you already have a million things on your mind. Distraction is usually caused by chaotic surroundings, scattered thoughts, or lack of a clear plan. When you're distracted, you are not working at an optimal level.

How to deal with distraction:

The best way I've found to deal with it is by first finding a quiet place to think and plan. Grab a notebook and pen and make a list of the things you really need to get done as soon as possible. Try to organize your thoughts by putting them down in written form (this alone helps immensely!). If your distraction is caused by chaotic surroundings you may need to find a quieter place to work, or if that's impossible you might simply use headphones or earplugs to blot out as much noise as possible. Most important is to simply have a plan of action; a clear idea of what you need to get done and how you're going to go about completing it.



Poor health habits

Believe it or not, poor health habits can have a powerful negative impact on the rest of your life. When you don't get enough rest, don't eat nutritious food or when you try to live on caffeine and sugar, your body and brain cannot function at an optimal level! They just don't have the fuel necessary to meet the demands your busy schedule places on them. As a result you end up feeling fatigued, cranky, distracted and mentally foggy. In a very real sense, poor health habits create a big "hole" through which your energy consistently drains, leaving you with the inability to meet the demands of your life.

How to plug the hole:

The answer is obvious; start taking proper care of yourself! Make it a priority to get adequate sleep each night, schedule time for exercise and proper meal-planning, and don't forget to make time for fun, recreation and personal time. Though it seems like these activities will "take away" time from your already-overloaded schedule, you'll find yourself with much more energy and stamina so you end up being able to accomplish more than you would otherwise.

Unresolved emotional issues

If you've ever had an emotional burden weighing heavily on you, you're all too familiar with the way it can drain your energy. Unresolved emotional issues can range from anger and resentment about current problems to grief and trauma from past experiences. Avoiding dealing with these issues will cause you to feel like you're moving underwater. You'll feel sluggish, weighed down and held back from creating a more balanced life.



How to resolve emotional issues:

It may sound overly simplistic, but working through them is the best way to resolve them once and for all! If you still hold a lot of anger toward someone in your past and refuse to forgive them, you're only going to keep harming yourself. Likewise, if you feel angry or resentful toward someone in your life right now, avoiding the issue will only make it worse. Instead, make a strong effort to work through these situations. There are numerous ways to do so, from having a heartfelt talk with the person you're angry with, to journaling your feelings, to working with a qualified therapist. The most important thing is to work through any pain, trauma, anger or resentment you are holding inside so you can finally release it and achieve closure. Once you do that, you will find yourself feeling much lighter and freer - which will provide the space you need to better balance your life.

Stagnant situations

Similar to unresolved emotional issues, you may need to achieve closure on situations that no longer serve you. This might include relationships that have become empty and unproductive, a job that no longer fulfills you, or even financial habits that are causing greater expense than they need to.

How to clear stagnant situations:

The answer is simple, but not exactly easy. Be willing to LET GO. Endings are hard, there's no doubt about it. But by being willing to let go of what no longer serves you, you make room for better circumstances that do! The process becomes easier when you keep that in mind. Rather than focusing on what you're "losing" by letting go, acknowledge what you stand to gain. Then take a deep breath and do some heavy pruning in your activities, habits and relationships. It may not be fun while you're in the process, but afterwards you'll marvel at how energized you feel!

Demanding people

Demanding, petulant, needy people are often referred to as "psychic vampires." Simply being in their presence can be draining and exhausting. They are impossible to please; they always focus on the negative aspects of every situation; they find fault with everything you do and say; and they generally make you feel like you're fighting a constant battle of wills. If you spend a lot of time with people like this, you'll quickly find your energy and power draining away.

How to stop them from draining your energy:

The solution seems obvious; stop spending time with people like this. However, when "people like this" happen to be your family members or co-workers or even long-time friends, the situation becomes a bit more complicated. You can't simply shut them out of your life and move to a mountaintop somewhere to avoid them. In that case, it's better to develop some strategies for coping with them more effectively.

First, limiting your exposure is a good idea. You may not be able to avoid them completely, but you can definitely do your best to spend less time with them. They'll probably be unhappy about that at first (remember, they find fault with everything anyway), but eventually they will find another target for their venom.

Second, try to be mindful of the real reasons for their dour demeanor. Believe it or not, they don't act that way just to cause you grief. Most likely, they have some deep-seated emotional issues that make them miserable. When you look at it that way, it's easier to feel compassion for them. That doesn't excuse their behavior, but at least makes it easier to not take it so personally.

Finally, remember that their beliefs and perceptions DO NOT have to become your own. Learn to step back mentally from the things they say and do. Avoid getting sucked into dire predictions and negativity as much as you can.

We've covered some pretty big issues that can drain your time, energy and resources, but there are many more. What other drains do you deal with on a daily basis? Take a close look at the areas of your life where you seem to experience trouble or difficulty, and see if there are any "holes" that need to be plugged.



UNION SQUARE

Announcing the July 2010 Safety Incentive Program

Congratulations to Shauna Clark and Marvin Glover for making the conscious effort to keep their community safe!



Move the Needle

Submitted by Jeffrey Schaeffer, VP

It's been 3 ½ years since Paul, Karen, Jen and I purchased KMG Prestige from Keystone's owners, Ken, Bob, and Joanne. How time flies! We continue to focus on our vision to become the best, most respected property management company in the industry. Clarifying what that means for each and every one of us will help us measure our progress towards this vision.


At orientation, we talk about excelling in 3 areas - culture, systems, and people. These are the key result areas that will empower our success. We are on a path to create a culture that people feel good being part of and see themselves growing with the company. Our systems must be user-friendly enough to better help us do our job, while not becoming our job. We have to have people on our team who are committed to excelling at something larger than just themselves – that is, the KMG Prestige team.

Let's further distill down what we need from team members if we are to realize our vision. Every interaction we have, whether with each other, our residents, our clients, agencies, or vendors either "moves the needle" closer or farther away from us becoming the best, most respected property management company in the industry.

So what are the desirable and, yes necessary qualities that high performing team members either have or can acquire to move the needle in the right direction? I'm thinking they are as follows:

1. Caring
2. Trust
3. Leadership skills
4. Staying focused on the BIG Picture

It starts with **CARING**. Are you a caring person? By caring, think of it as caring enough about **yourself** to just do your best. When you do your best, even when your best is inconsistent at best, everyone wins. And over time the biggest winner



Doing your best does not imply perfection in any way. For me, sometimes my best is pretty darn mediocre, and at other times my best seems to be effortless and highly effective. Even when your best isn't stellar, it is still important to just do your best.

I stay focused on moving the needle forward and consciously avoid interactions and decisions that in effect move the needle backwards. When I am not at my very best, for whatever reason, it's about recognizing my "inferior" state, and being aware to carefully interact with others. When possible, I reserve big decisions for when I'm in a better decision making state of mind. I still make decisions, but focus on maintaining our fragile culture, and causing no harm to others.

When you care and focus on just doing your best, you look to create solutions that have a positive outcome for all parties engaged in solving any problem. This is only possible when both parties are working together in good faith to solve issues.

TRUST is another quality that is much discussed but not clearly understood. When we talk about building trust, we aren't talking about trusting that people will show up to do their job, be ethical, etc., although that's all important. We are talking about being comfortable enough to say to your team mates, "Could you show me that job one more time" or "I don't know the answer, let's talk about it" or "I see you're struggling today, let me help you" or "I'm sorry, I shouldn't have done that." It is about having enough confidence in yourself and your team that you can be honest talking about what you know and don't know, give input on decisions, and feel part of something outside of just your own self-interest. This type of trust is critical to building an effective team.

LEADERSHIP is a choice, not a position. Anyone who cares about an outcome can take a leadership role. It just takes courage. Maybe you have a passion for a particular phase of the job, but it's not exactly in your job description. Maybe because you are focused on doing your best you are gaining a whole new skill set that can help others. When you express your opinion in a positive and helpful way, without needing your own way on every issue, this then to me is exerting leadership. When we have a team full of leaders who are willing to speak up, identify needs, jump in, and solve problems to create happy residents and staff, we will be well on our way to becoming the best, most respected property management company in the industry.



Now why do we need to stay focused on the **Big Picture**? On some days, it is very easy to get sucked down into a funk sluggishly wading our way through all of the details that arise on a day that seems to drag on forever. Can you relate to that? The old saying, "the devil is in the details" is true in more ways than one. However, if we stay mindful to what we are trying to accomplish (the big picture), then the details are just one step to move us towards our goals, and a hard day doesn't have to stop us.

We all have good days when accomplishment is effortless, and bad days, days when nothing comes easy, and even simple tasks seem grueling and tiresome. On the hard days, it is doubly important to keep the big picture in mind. As long as we continue caring about each other and ourselves while striving to do our best, and as long as we trust and depend on the rest of our team, and allow someone else to exert leadership in an effort to get the job done, we will still be making progress and moving the needle forward.

You can't do it all by yourself, and fortunately you don't have to when you have good team members, and you are a good team mate. That is the beauty of building and becoming a high performance team. It doesn't depend on just one person. Everyone works together for an outstanding outcome.

We are all spokes in the wheel, not the wheel. As long as you have to work anyway, why not enjoy what you do and who you are becoming. Focus on these 4 areas and you will be successful. What could be better? Think about it...



Congratulations !!

We would like to congratulate Carnell Crosby , manager at Devon Square, for receiving his Certified Occupancy Specialist from NHCM in June.

Submitted by Tami Bastien, RPM



Organization: Quick Tips

Submitted by Shelly Hopson, RPM

I would like to discuss tips for staying organized and on top of the work load.

I know what many of you are thinking “We have heard this before” and I agree with that, we have heard it before, but after many site visits this past few month I am not so sure that we are all “remembering” those tips.

We are again at that time of year when we are all getting a lot more rental traffic (yeah!), it is again Budget “Season” (oh boy!) and it is that time of year when major projects take a lot of our focus (yikes!), so I thought I would just discuss a few tips on staying organized.

FACT: Poor time and paper management cost you more than just time..... They also cost you money, energy, freedom, credibility, career advancement potential and respect from peers and superiors.

Some Quick Tips from Carol Halsey, an author, speaker and organizational expert.

NOTE: Things that are marked by () are notes from me.



1. From time to time, ask yourself whether what you are doing is urgent or important. If neither, move on to something else. (You can schedule unimportant or non-urgent task for later times when you have more freedom in your schedule).
2. Use your time for activities requiring specific skills. Do not undertake tasks which can be done by your support team members. (This is not to say that you should not help your support team members get things done when necessary, but you should not be fully taking on task that have been assigned to other team members).
3. Plan your work load and projects for maximum use of your productive time. This can be done on a daily, weekly and monthly schedule of what must be accomplished.
4. A master list reminds you of everything that must be done. Select from this list for your daily “to do” list, those tasks to be completed today.
5. Create a page in your planner or organizer for frequently called numbers, and have an e-mail address book. These will save the time of looking each up individually.
6. Give each project its own file folder. Keep all paperwork pertaining to a project together in this folder. (This is especially important if you run multiple sites, each site needs its own folder, with a task list on the inside cover for easy follow up and access).
7. Eliminate clutter in your life – on your desk and in your files – so it’s easier to identify your most important demands.



8. Consolidate appointments whenever possible. Schedule them only in the morning or only in the afternoon, or only on certain days of the week. This will free up the rest of your time for productive work in your office. (Of course this is whenever possible, for some of us the nature of the business dictates our schedule. For example, if a new prospect calls and wants to schedule an appointment, we must meet their time frame).
9. Take time at the end of each day to clear your desk and prepare a “to do” list for tomorrow before leaving your office. (This is so important, you must wrap up what you are doing at the end of each day and be prepared for the next day in order to stay on top of the work load).
10. Avoid procrastination at all costs. It is the biggest time waster. Procrastinating adds unnecessary stress while worrying about starting a task which must be done eventually. (If you are unsure of how to tackle a task, then discuss it with your supervisor and get clarification. Avoiding it only prolongs the misery and can get you further behind).
11. Learn to say no to activities that divert you from reaching your goals. If it is not important to get you where you want to go, it’s not worth your time. (This is tough, we all want to “please” others and “help” where we can and that is okay, but if you overload yourself at the expense of your goals not getting met, then you are not best serving yourself, your site or your residents).
12. Identify when you work at peak performance. Schedule at this time each day, at least one hour, and tackle your most challenging and productive work. Know what your goal is for how you will best use this quiet time. (My best time of the day is early morning. No phone calls, very little e-mail activity and few to no interruptions. Maybe your office hours can be set as 8 to 4 daily, but you work from 7 to 4, you have one hour of uninterrupted time daily to get work done. If early morning doesn’t work for you, maybe end of the day for one hour, however it works out, you should always try to have a quiet time to get major projects started and/or completed).
13. Work uninterrupted during quiet time for maximum productivity. Let phone calls go to voice mail and discourage visitors. (Again, for those of us that are on site we need to not discourage new prospects, but we can manage idle visit from others that really do not “need” anything other than time to chat).
14. Focus on one task at a time. Give it your undivided attention until completed before going on to the next task.
15. Set a specific time to do recurring, routine paperwork, whether weekly or monthly, and block out the time on your calendar. Allocating this time assures these tasks will be remembered and completed. (Weekly marketing reports, payroll, Prestige Pay, etc.)
16. Schedule blocks of time in the morning and the afternoon to make phone calls. Make all calls back at one time. This cuts down on constant interruptions. When leaving a phone message, advise the best time to call you.
17. Reply to e-mail all at one time rather than individually all day. Again, set aside time in the morning and the afternoon to respond to e-mail, then SHUT off the reminder bell and concentrate on the task that must get done that day.

18. Make a list of errands and try to take care of as many as possible when leaving the office for lunch or an appointment. (Often times too much time is wasted running to the bank or post office at random times of the day, when you can get them all done in one trip.)

Before you all start setting new office hours or changing your daily schedule please take time to discuss your plans with your supervisor and other staff members. Let them know why you are recommending the changes. Also, any change in hours should be sent to your residents so they will know the new schedule as well.

Many managers have office hours that allow for them to be closed for an hour or more each day so that they have quiet uninterrupted time to get their work done. However, not all of them are good at using this time. Many times I hear "My residents see my car or know I am in the office and they will stand outside and knock on the door until I answer".

Here are few tips for avoiding this:

Be sure to post the hours clearly on the office door and when your office is closed, hang a brightly colored sign on the door that states: "Office is closed, will reopen _____, if you are a resident and have an emergency, please call _____".



Be sure to close your windows and blinds and lock the office door. If a resident stands outside and knocks insistently, open the door, do not invite them in and simply ask how you can help them. If it is an emergency, then by all means take care of the problem, however if it is something that can be handled at a later time simply state to them "I am working on an important project right now and will be available on date at this time _____ and I will be happy to help you then". If that is not a good time for them, schedule an appointment for a convenient time for them and then get back to your task.

We always want to serve our residents and do all we can to create happy residents, but we also need to be mindful of the other important task that we need to get accomplished in our busy daily schedules.

Interesting Facts...

- * The average person moves their residence 11 times in their life, about once every 6 years
- * American office workers send an average of 36 emails a day
- * Your left hand does an average of 56% of your typing

HAPPY ANNIVERSARY!



We appreciate your contribution toward helping us become the best, most respected property management company in the industry.

Thank you for all of the hard work you do!

Congratulations to the following individuals on their Anniversary!

NAM	# OF YEARS	NAME	# OF YEARS	NAME	# OF YEARS
Amy Howard	1	Dyleen Miller	17	Loise Hampton	1
Annette Derosia	25	Ellen Carnesecchi	1	Manuela Ceja	12
Anthony Varney	2	Frank Gereau	1	Mary Barden	4
Barbara Boelens	4	Gertrude Winn	1	Matthew Loker	1
Brooke Maurer	3	Gordon Stevens	8	Melissa Rose	22
Chandra Hurd	0	Harvey Eaton	1	Michele Smith	12
Chastity Eitnrear	8	Jeff Dayss	1	Nick Sabb-koss	3
Christina Wood	1	Jeremy Most	1	Paul Mathes	2
Christopher Broughton	1	Jessica Sharp	4	Peggy Meeuwesen	0
Corey Selman	1	John Matson	1	Priscilla Fernandez	1
David Foster	1	Kasha Hillard	5	Richard Courser	1
David Richmond	8	Kay Kendall	1	Robert Young	11
Deborah Peters	3	Kenneth Cleary	1	Scott Hammett	1
Debra Kelley	5	Kevin Anderson	1		
Dolores Baird	2	Kimberly Watson	1		
Donald Dennis	9	Kristin Mahoney	2		
Donnie Allen	2	Linda Lange	5		



Cowboy Caviar

Submitted by Renae Crawford, Support Center

Ingredients:

Cowboy Caviar

- 4 Roma Tomatoes, coarsely chopped
- 1 clove garlic, minced
- 1 firm avocado – optional
- 1 can (~15 oz) black-eyed peas
- 1 can (~11 oz) corn (I use the no salt version)
- 1 can (~15 oz) black beans
- 1 can (~15 oz) dark red kidney beans
- 1 bunch green onions, sliced
- 1 Vidalia onion, coarsely chopped
- 1 cucumber, coarsely chopped
- ¾ - 1 cup fresh cilantro, chopped
- 1 bottle Zesty Italian Dressing (you won't use the whole bottle)
- 1/8 tsp fresh ground black pepper
- Garlic Salt (to taste)



Mix well, let sit for 30 minutes. Serve with tortilla chip. Enjoy!

1. Protects silver from tarnishing
2. Removes road tar and grime
3. Cleans and lubricates guitar strings
4. Gives floors that “just-waxed” sheen without making slippery
5. Keeps flies off cows
6. Restores and cleans chalkboards
7. Removes lipstick stains
8. Loosens stubborn zippers
9. Untangles jewelry chains
10. Removes stains from stainless steel sinks
11. Removes dirt and grime from the barbecue grill
12. Keeps ceramic/terracotta garden pots from oxidizing
13. Removes tomato stains from clothing
14. Keeps glass shower doors free of water spots



MAINTENANCE TIP

25 Uses for WD—40

15. Camouflages scratches in ceramic and marble floors
16. Keeps scissors working smoothly
17. Lubricates noisy door hinges on vehicles and doors in homes
18. Removes black scuff marks from the kitchen floor
19. Removes bug guts from cars
20. Gives a children's play slide a shine for a super fast slide
21. Lubricates gear shift on lawn mowers
22. Lubricates tracks in sticking home windows and makes them easier to open.
23. Restores and cleans padded leather ashboards in vehicles
24. Restores and cleans roof racks on vehicles





Prestige Web Updates—6/16/10 thru 7/31/10

Forms, Policy & Procedure

[Disciplinary Action Form](#)

[Rentlinox Traffic and Lead Report](#)

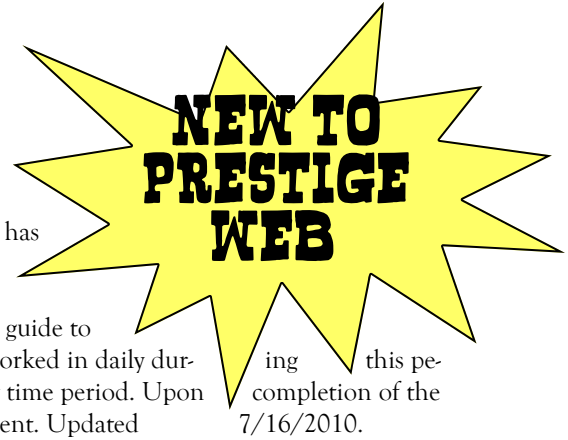
Rentlinox offers a detailed report showing how many visitors your property website has received.

[Manager Development Workbook](#)

The Manager Development Workbook is the new manager's resource manual and guide to the 90-day introductory period training and development program. It should be worked in daily duration and all questions, quizzes, and exercises must be completed within the 90-day time period. Upon program completion, this manual will serve as an on-going resource for professional development. Updated 7/16/2010.

[Lease Agreement - HUD Section 8 \(Non RD\)](#) by clinet, last updated: 2010-06-17 16:30

For use at properties with HUD Section 8 EXCEPT those financed by Rural Development



Risk Management

[Safety Notes for August 2010](#)

Please see related items below for the Safety Notes, Safe in the Sun for August.

[Safety Notes for August 2010](#)

Safe in the Sun

[Safety Notes for July 2010](#)

Tips for injury and burglary prevention. See related items below for complete notes.

[Safety Notes for July 2010](#)

Tips for injury and burglary prevention.

[Bed Bug Guides](#) by clinet, last updated: 2010-06-18 16:57

[Bed Bugs](#) by clinet, last updated: 2010-06-18 16:57

This page contains links to information regarding Bed Bugs.

[Bed Bug Prevention Guidelines.All Sections](#) by clinet, last updated: 2010-06-18 16:36

Payroll & Benefits

Job Descriptions

[Hiring Procedures Module](#) by sobrien, last updated: 2010-06-21 15:43

This module will assist you through the hiring process starting from placing an advertisement, through the job offer. It includes sample questions, screening techniques and links to the employment application and criminal history authorization. Revised 6/21/2010

[Frequently Asked Payroll/Benefit Questions](#) by sobrien, last updated: 2010-06-17 08:50

This document will help determine when to use specific forms and how to access and complete those forms. Includes timesheet procedures, work related injuries, leaves of absence, W4 questions, status changes, etc..

Computer Support

July 2010 - OneSite Updates

This is a summary document and might show updates to modules that we are currently not using.

[How to Install the Auditing Program](#) by brett.gorden, last updated: 2010-06-17 16:20

[How to Install the Auditing Program](#) by brett.gorden, last updated: 2010-06-17 16:20

Instructions on how to install remote auditing program, see related content...

[How to Install Application Installer](#) by brett.gorden, last updated: 2010-06-17 16:17

[How to Install Application Installer](#) by brett.gorden, last updated: 2010-06-17 16:15

Downloading and installing Application Installer, see related content...

[Installing Prestige Help on your Desktop](#) by brett.gorden, last updated: 2010-06-17 16:11

Creating a link to Prestige Help on your Desktop, see related content...

[Installing Prestige Help on your Desktop](#) by brett.gorden, last updated: 2010-06-17 16:10

[Renaming your PC](#) by brett.gorden, last updated: 2010-06-17 16:08

Renaming your PC, see related content...

[Renaming your PC](#) by brett.gorden, last updated: 2010-06-17 16:06

Renaming your PC to a specific convention



We want to hear from you!

Do you have an article, tip, trick recipe or story you would like to share? Please send your time of interest to:

megan.hall@kmgprestige.com

"Becoming the Best, Most Respected Property Management Company in the Industry."