Productivity Stacks Swipe File: Mackenzie Armstrong, Armstrong Virtual Solutions

Welcome to the <u>Productivity Stacks</u> swipe file! We've pulled every tool, person, and time management strategy from our interview to provide a simple swipe file. We hope it helps you!

The Leap Stack

People

Armstrong

Tools

- Facebook
- Instagram
- Acuity Scheduling
- Wave Accounting
- Canva
- <u>Trello</u>
- Zoom
- <u>Dropbox Sign</u> formerly HelloSign
- Tailwind
- Pinterest

Time Management

To be honest, because my daughter was one when I started my business, I mostly worked during nap time, and when she went to bed.

Early Business Stack

People

Armstrong



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Tools

- Trello
- Dubsado

Time Management

Early on, I really worked when my kids were asleep. Also, I really had the support of my husband, who was able to take care of the kids when I had deadlines to meet and needed some extra time during the day or on the weekends.

Current Stack

People

Armstrong

Tools

- Clickup
- LinkedIn
- In the near future will be using <u>ThriveCart: Learn</u>

Time Management

Now that my kiddos are older, I am able to block my day around their school schedule. I do allocate Mondays to be CEO days and try not to work on Fridays. I do have designated days throughout the week that are solely for client work, and the others are solely for building my personal business.



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Armstrong's Other Recommended Tools

Armstrong's Read-Watch-Listen List

- The Copy Chat (FB group) Facebook group
- The Copy Confidence Society course and community

How Armstrong Used the Stack

Read the full article to get more on how [he/she] implements these systems, tools, and people here:

<u>Pinterest Strategist Mackenzie Armstrong on How "Jumping in Feet First" Helped Her Figure</u>
Out What She Wanted for Her Business and Build Confidence in Her Abilities

