

Technology and Productivity Training and Consulting



PEGGY DUNCAN, FOUNDER

TECHNOLOGY

Blogging Bootcamp with Wordpress
D-I-Y Search Engine Optimization
Manage Time with Outlook
Shameless Self-Promotion/D-I-Y PR
Social Media Bootcamp
Word-Excel-PowerPoint-Access

MANAGEMENT

Business Writing
Organization At Work
Time Management
... and more!

CONSULTING

We work with individuals and teams to help them develop faster, more streamlined ways to get things done. The result is that you'll spend less time working but get more. Less time spent on work equals more profit.



THE DIGITAL BREAKTHROUGHS INSTITUTE

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WHO WE ARE

The Digital Breakthroughs Institute LLC is a small, woman-owned technology and productivity training and consulting firm located in Atlanta Georgia.

MISSION

To provide computer savvy business people with hands-on, highly interactive training that will improve their technology skills and boost their productivity.

EXPERIENCE

Companies who have sent their employees to our training include corporate giants, media powerhouses, educational institutions, government agencies, and small and medium businesses.

PARTIAL LIST

AGL Resources	Georgia Power	MBDA-Georgia
Atlanta Journal	Georgia Tech	The Home Depot
CDC	Hewlett-Packard	USA Today
Estee Lauder, Inc.	Hilton Corporation	Wyndham Worldwide

NAICS Codes

611430	Professional and Management Development Training
541611	Administrative and General Management Consulting
541618	Other Management Consulting
561110	Office Administrative Services