



You Can Do More in Just 5 Minutes

Return a phone call.

Organize a file.

Tell someone you appreciate them.

You can do any one of these tasks if you had an extra 5 minutes. But when, in your demanding and busy day, are you going to come up with time to spare?

Try using any one of the tips in our latest blog post "[3 Easy Ways to Save 5 Minutes in Your Law Office.](#)"

Then, take a walk around the block.

Clear a stack of papers off your desk.

Submit a medical records request online.

(I just couldn't resist that last one!)

Find even more quick things to do in these helpful posts:

[10 Things You Can Do in 5 Minutes or Less](#) by One Legal

[27 Productive Things You Can Do in 5 Minutes](#) by The Muse

[21 Things You Could Do in Just 5 Minutes](#) by Time Management Ninja

I hope you enjoy the post "3 Easy Ways to Save 5 Minutes in Your Law Office" along with your newly found time!

All the best!

Chuck Dart