



How to Stay On Track, On Time and On Purpose - 55 Highly Effective Time and Productivity Tips (Manage Your Results Book 1)

Katie Darden

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Feeling out of time and out of control? Welcome to today's over-amped lifestyle!

With so many things vying for our attention, it's easy to feel like a puppet on a string rather than the master of your own universe. We have instant connectivity everywhere and competing demands for the limited resources we manage.

This book is a quick read - 55 tips for managing your time and resources - a collection of highly effective tips and techniques to help you get back in control.

Take a few minutes out of your busy day to re-think and re-organize your approach. And reap the benefits with more time to do the things you really enjoy.

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