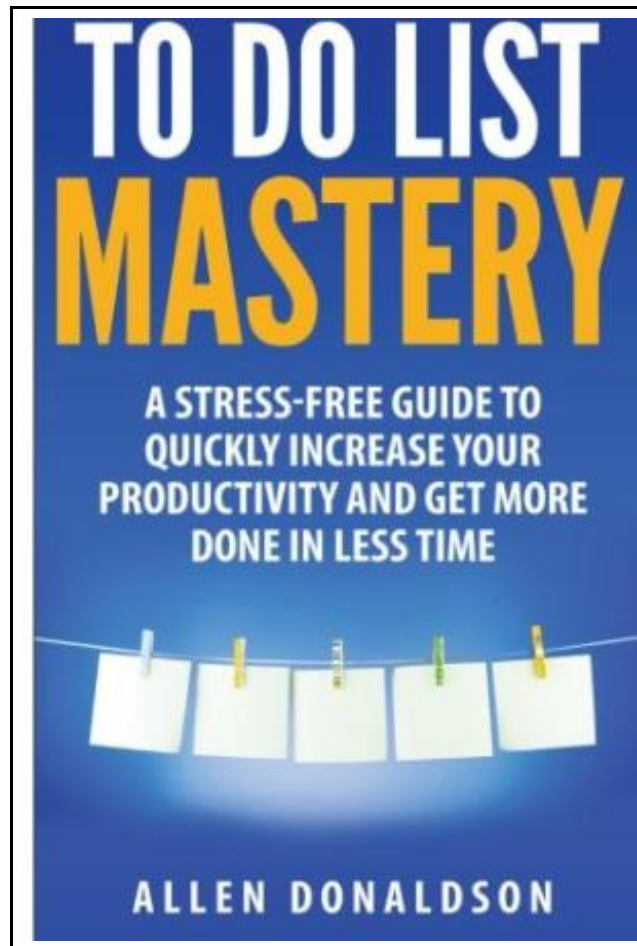


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(Dr. Pat Hegmann)

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Createspace, United States, 2014. Paperback. Book Condition: New. 229 x 152 mm. Language: English . Brand New Book ***** Print on Demand *****.To Do List Mastery - A Stress-Free Guide To Quickly Increase Your Productivity And Get More Done In Less Time Changing your approach to work can be life changing - if you know where to start. Successful people from Bill Gates to Richard Branson all understand how to maximize their time to achieve tremendous change in their lives and the lives of others. But if you are thinking that it s difficult to get on top of your ever-growing list of tasks you are not alone. Do you finish the day with a worrisome feeling that you can t ever climb up on the pile of things you have to do? Most people start the workday with a long list of tasks and the best of intentions. Then in comes a colleague. Or an unexpected email. When you look up from the screen you realize the day s almost over. Each day you end up feeling more and more frustrated because there s not enough time to do everything. We all find ourselves in this mess because until we realize it, we don t know how our bodies are set up to deal with this overwhelming condition. [Read more about it in Chapter 2!] To Do List Mastery works because it uses the science behind why your body craves order and it wants to minimize the amount of energy it spends on certain to get on to better things. [Read Chapter 5!] In the book To Do List Mastery - A Stress-Free Guide to Quickly Increase Your Productivity And Get More Done In Less Time, you will discover ways to quickly prioritize and organize To Do Lists to...



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