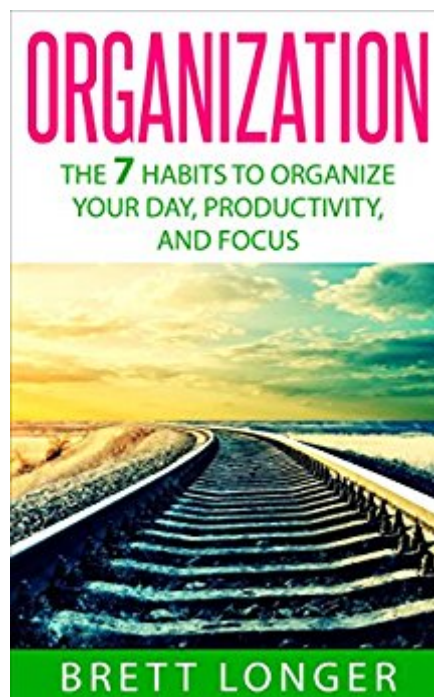


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# Organization: The 7 Habits To Organize Your Day, Productivity, And Focus (organization, Success, Efficiency, Declutter, Focus, Productive, Mind Control)



## Synopsis

Do You Want to Increase Efficiency, Productivity, and Live a Better Overall Life? Read this book for FREE on Kindle Unlimited ~ Download Now for a Great Bonus Right After The Conclusion! Are you ready to accomplish more in a day and, more importantly, the things that matter? When you download Organization: The 7 Habits to Organize Your Day, Productivity, and Focus, your quality of life and mindset will transform! You will tap into the methods and habits of the most successful people in the world and what they do on a consistent basis to deliver results. Publisher's Note: This 1st edition of Organization: The 7 Habits to Organize Your Day, Productivity, and Focus has easy to read and implement content to make your life better! These essential habits transform the complexities of life's "to do list" into the ultimate guide to streamline process of achieving vs. "just doing". You'll be happy you downloaded this a year from now as you will learn dynamics from cleaning out your "junk" in your life and eliminating distractions. Some of the questions and topics covered include: Are you using your time wisely? The Myth of Multi Tasking Strategizing Your Plan Lifestyle Changes Needed Immediately How to De-Clutter Your Life This book breaks down starting a new productive life into easy-to-understand modules. It starts from the very beginning of understanding why new habits bring new, great results - even as early as today! Download Organization: The 7 Habits to Organize Your Day, Productivity, and Focus now, and get to a better you! Hurry!! Scroll to the top and select the "BUY" button for instant download.

## Book Information

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## **Customer Reviews**

Highly recommend this book. I Love this book that is why i am giving it a 5 Stars. Many do not understand the importance of structuring their life. In fact, many do not find the time to plan what they plan on achieving in that day. Those same people have a good chance of not knowing what they want to achieve in the next year or their whole life. Daily planing of your top goals and priorities for the day is truly one of the best thing you can do. This book aims to help us along the process of cultivating consistent and daily habits needed to help us focus, organize, and plan our day, which ultimately force us to think and plan our longer term goals aswell. This book also will leave us with the most effective ways to plan and organize.

I super duper love love LOVE this book! Ever since, I've always wanted everything to be organized. I have my own way of organizing things from stacking my books to writing a schedule for the week or sometimes for the whole month. But, this book made me realized that I could improve my method of organization. While reading this book, I can't stop interacting with the book - like literally. It's just that this book really talks to me personally, and deeply. I bet other people who are also as organized as me would appreciate and love this book. And, this book is, so far, my favorite.

The result of clutter is very predictable. You will notice that you always spend more time on having to avoid all the mess that you have left, and then creating another pile of clutter in a free space. Most homeowners who have cluttered properties do not invite their friends over because they are truly aware that their house is not in the best form to accommodate guests. However, it is more motivating to clean up a mess if you are aware of what potential guests may see once they enter a room.

This is a good book in teaching you ways on how to start decluttering your life and surroundings so you can achieve a more peaceful and organized living. This book also hits on how avoiding distractions is so critical to your productivity. I learned that ultimately, organization and productivity go hand in hand. I have struggled with organization for quite some time now. That is the reason that I

bought this book. I am so glad that I did, because this book made me realize that organization starts with your mindset. With the wrong mindset you will always be behind. Organization or your lack thereof will always show itself in one way or another. Organize Your Day gave me a surefire strategy on how to get more done in less time. The book also gives quick illustrations on how the average person's daily routine is burning up time in ways that they didn't even realize. I probably should give this to my housemates so that they can learn a thing or two about organizing their own mess around the house. This is an easy and fun to read anyway so they won't have any excuse to feel lazy reading. I recommend the tips and tricks presented in this book, some I am already practicing prior to reading this book.

This book is exactly what I've been looking for. My average day is filled with stresses and distractions and I often feel like I don't even have the spare time to chip away at the mountain of a to-do list on my refrigerator, so I decided to try this book to get some control back. This is a well-organized book that clearly lays out actionable items to make your day more productive. Productivity is all about efficiency -- doing more, faster and with less. And with increasing demands from today's anytime, anywhere workplace, it is has never been more important. This eBook explains effective strategies to organize all areas of your life and challenges that you may face on a day to day basis, like making the use of your time and prioritizing errands that may take up most of your time during the day.

Being organize should be applied in any aspects of your life as this book provided effective ways to plan and organize oneself through creating new habits which were itemized into 7 habits accordingly on this book. Every habits discussed how important being organized is through time management, being focus, removing distractions and all the other habits tackled on this read. A discussion about multitasking by the author surely prove its point however I am still a fan of doing multitasking, well this is just my though on the subject but nevertheless it doesn't change that this is still a good read aiming on helping one to be more organized and productive by practicing the 7 habits provided on this book.

At first I thought the book was about managing organizations or managing your staff which is under your management, little did I know that the book showed me how to manage and organize my life and my time. The book gave me insights on how to manage time by indicating points on how my time is being wasted into something, and removing "clutters" will actually save more time.

Rewarding myself after a successful completion of tasks actually helps, and I got that idea from the book. Great book to refer to regarding time management.

I'm a sentimental kind of person so there's a lot of old stuff at home that I keep. Because of that, there's a lot of clutter as well. I'm really thankful I found this book because it helped me organize my things at home without having to throw away or sell my old things. It would hurt just to think that. Some of my furniture and vases are from my grandmother so you get the idea how important it is for me. Thanks for making this wonderful book!

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