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## MANAGE YOUR DAY-TO-DAY: BUILD YOUR ROUTINE, FIND YOUR FOCUS, AND SHARPEN YOUR CREATIVE MIND



BRILLIANCE AUDIO, United States, 2014. CD-Audio. Book Condition: New. Unabridged. 168 x 135 mm. Language: English . Brand New. Stop doing busywork Start doing your best work. Are you over-extended, over-distracted, and overwhelmed? Do you work at a breakneck pace all day, only to find that you haven't accomplished the most important things on your agenda when you leave the office? The world has changed and the way we work has to change, too. With wisdom from 20 leading...

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- Authored by Jocelyn K Gleib(Editor)
- Released at 2014



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