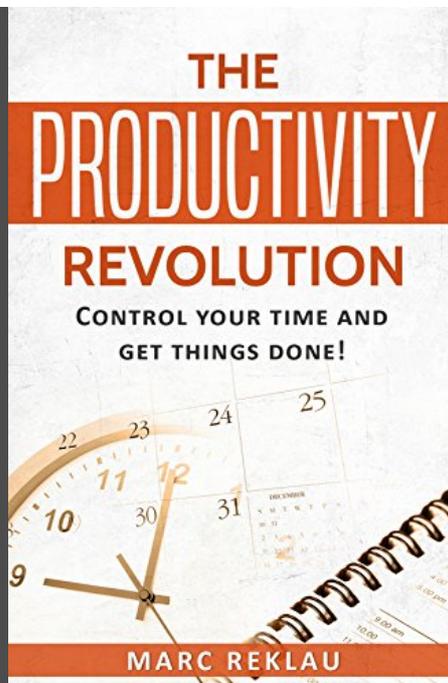


PDF | The Productivity Revolution:  
Control your time and get things  
done!

by Marc Reklau



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## The Best Strategies to Double Your Productivity:

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What would finally having time to spend with your family, some alone time to read, or exercise mean to you?

### **Are you tired of losing focus, procrastinating and leaving projects unfinished?**

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This book features the **best strategies** that productivity expert Marc Reklau uses to boost his productivity every day. It will take you through simple, practical and doable steps and create a system for optimal productivity that can change your life forever. You'll do things faster - and even more importantly - you will do the right things! **(Most people don't have time because they waste it on doing unimportant stuff)**

You'll learn:

- How to use your to-do lists correctly
- The best tricks to overcome procrastination and do the important stuff
- How to stop being busy and aim for results
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- How to identify your REAL priorities and the tasks that bring most ROI
- How to get control of your emails and avoid an overflowing inbox
- How to detect and prevent burning out
- How to reduce stress from client-imposed deadlines to virtually zero
- How to leave work without working extra time and not feeling guilty for it.
- How to conquer distractions and interruptions and not let technology conquer you

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