



## Design Your Day: Be More Productive, Set Better Goals, and Live Life on Purpose (Paperback)

By Claire Diaz-ortiz

Moody Publishers, United States, 2016. Paperback. Book Condition: New. 173 x 124 mm. Language: English . Brand New Book. There are a lot of books about goal setting. This one is special. Scott Warner, CEO, GiggWhen it comes to productivity, hard work is half the battle. The first half the crucial half is planning well. Enter the DO LESS method, a simple way to achieve your goals more often, in less time, and with greater peace of mind. Learn how to: Decide the right goals for youCreate workable strategies for reaching themHarness time for maximum efficiencyFrom the big-picture to minutia, Claire Diaz-Ortiz walks you through every step of setting and achieving smart goals. She gives tips for brainstorming goals, choosing the best ones, and adjusting them to make them realistic. Then she helps you put key strategies in place to reach them, day-by-day, year-by-year.Whether you want to finish a house project, lose weight, or write a book, Design Your Day by someone who read 150 books in her first year as a mother is an all-in-one guide to smart productivity. Use Claire s tricks and tools, and you ll be amazed at what you can do in a day, let...



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