



**Time Management: The 24.5 Hour Day: Learn Time Management Skills and Tips on How to Increase Productivity, Save Time, Organize Your Life and Reach Your ... Get Things Done, Organization, Book 1)**

*Hanif Raah*

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Every human being has a dream. This is the life goal that he chases throughout his life. Some people achieve their life's goal and some don't. Which group of people do you want to belong to?

If you want to achieve your life's dream you need to learn to use your time most wisely and productively. No, it's not too difficult to gain mastery over time; the trick is to know HOW.

Don't let your life pass you by only to catch you regretting the lost time in your winter years. Be the master of your time. Whether it is work or leisure learn how to get the most of your time using life hacks that work remarkably well.

Wouldn't it be a pity to wake up one day feeling that you have squandered away your life and have nothing to name for it? Don't let that happen to you. Read this eBook and use the advice, tools and methods to utilize your time best and thereby live your life to the fullest extent.

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- Where you are losing time and how
- How to stop wasting time

- Recognize the mistakes that kill time and throw you off track
- Strategies that work
- Little tricks that will save time and give you control over your life
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- Get more out of your day without getting stressed or stretched
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