



22 Tips for Planning for Your Future (The 10-Minute Guide to Managing Your Time)

Jeff Davidson

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Undoubtedly, you've heard of the importance of establishing priorities. Why bother? When you identify what's important in your life, (your life's priorities) you are in a better position to meet the challenges and demands you face on a daily basis that can otherwise fritter away your time. Identifying what is important to you may sound like an unnecessary exercise. After all, isn't it obvious? No, it isn't, as you are about to see.

In this e-book, you will learn how to set goals, identify priorities, and achieve the important things in life, in spite of the many demands on your time. You will also learn how to differentiate between the urgent and the important, and plan effectively so that important and urgent projects are accomplished on time.

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