



## Create Your Own Time: How to Work 48 Hours in a Day (Paperback)

By Alok Jain

AUTHORHOUSE, United States, 2008. Paperback. Book Condition: New. 2nd. 229 x 152 mm. Language: English . Brand New Book \*\*\*\*\* Print on Demand \*\*\*\*\*.Create Your Own Time - How To Work 48 Hours In a Day Is a book about Personal Time Management: Using time effectively and efficiently in personal life, to achieve more. The book illustrates, through simple real life examples, how you can increase your efficiency by more than 200 . This book is for anyone who wants to take advantage of the opportunities provided by life by controlling the time and thus creating ample time for oneself. This book explains the strategies and techniques you can use to save time in order to make an optimum use of time. The book also explains the importance of organizing and planning in personal time management. It illustrates the correlation between your self-control and time saving. The book depicts how you can control time by controlling your behavior. It also introduces you to basic concepts of time management and provides you with insight into how people waste time. The book contains hundreds of tips on how you can save time in daily chores and around the house. It deals with...



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