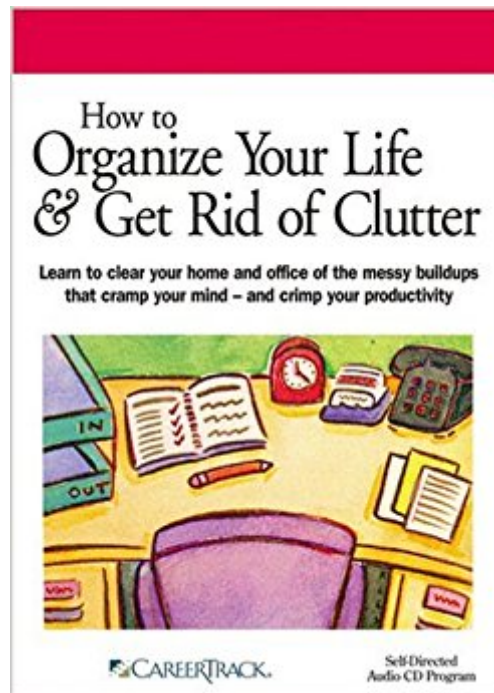




The book was found

How To Organize Your Life & Get Rid Of Clutter



Synopsis

How to Organize Your Life and Get Rid of Clutter Being organized is not a personality trait. It's a skill anybody can learn. Learn to clear your home and office of the messy buildups that cramp your mind and crimp your productivity. You'll get good advice and great tips on ways to de-clutter everything at work and at home, from your desktop to your hard drive, from your front hall closet to your filing drawers. PROGRAM HIGHLIGHTS: * 2 questions that decide the fate of every incoming piece of paper * How to create files that are easy to use * How to use the "4-boxes-and-a-list" system to tidy up messy areas * Things you seldom use: how to get them out of your way and still keep them within easy reach

Book Information

Audio CD

Publisher: CareerTrack (June 1, 2006)

Language: English

ISBN-10: 1933328746

ISBN-13: 978-1933328744

Package Dimensions: 7.5 x 5.4 x 1.1 inches

Shipping Weight: 3.2 ounces

Average Customer Review: Be the first to review this item

Best Sellers Rank: #866,263 in Books (See Top 100 in Books) #63 inÂ Books > Books on CD > Business > Investing #237 inÂ Books > Books on CD > Business > Management #549 inÂ Books > Books on CD > Business > General

Customer Reviews

Fred Pryor Seminars and CareerTrack, divisions of PARK University Enterprises, Inc., create one of the most respected international providers of professional seminars. Since pioneering the one-day seminar in 1970 as Fred Pryor Seminars, our organization has built a reputation for high-quality, convenient, and practical business-skills training around the world, in every industry and sector. Today, with more than 10 million satisfied customers, we continue to pride ourselves in providing the superior training you've come to expect from Fred Pryor Seminars and CareerTrack. Our cutting-edge research and course development are designed to meet the adult learning needs of your employees and your organization.

[Download to continue reading...](#)

CLUTTER TO CLUTTER FREE: A Step by Step Guide on How to Organize and Get Rid of Clutter
For a Stress-Free Life and Home (Home Organization, Hoarding, Declutter, Clutter free living with Kids)
Clutter-Free: ONE HOUR A WEEK DECLUTTER! Simple Stress-Free Habits of a Clutter-Free Life.
How to Organize Your Home, Finance & Lifestyle! (Clutter Free, Lifestyle, Clutter, Declutter)
Clutter Free: Clutter Free Home EASY DECLUTTERING GUIDE (Clutter free, Clutter, Decluttering, Tidying up, Organizing, Tiny house, Minimalism)
Downsizing Your Home and Loving It: 50 Simple Steps To Organize Your Home, Maximize Your Space And Live A Clutter Free Life (Downsizing Your Life, Decluttering ... How To Organize, Organizational Hacks)
How to Organize Your Life & Get Rid of Clutter
How to Get Rid of Fleas: Reveal the Secrets of Getting Rid of Fleas & the Methods to Get Rid of Fleas Fast!
Busy People Cleaning And Organizing: A Collection Of Guides For Busy People To Organize And Get Stress Free By Getting Rid Of Clutter
Unstuff Your Life: Kick the Clutter Habit and Completely Organize Your Life for Good
If I'm So Smart, Why Can't I Get Rid of This Clutter?: Tools to Get it Done!
How To Get Rid Of Lice: Learn how to Get Rid of Lice Once and for All!
Homemade Repellents: 31 Organic Repellents and Natural Home Remedies to Get Rid of Bugs, Prevent Bug Bites, and Heal Bee Stings (Homemade Repellents, Natural ... Homesteading, How to Get Rid of Bed Bugs)
Homemade Repellents: 31 Organic Repellents and Natural Home Remedies to Get Rid of Bugs, Prevent Bug Bites, and Heal Bee Stings (Home Remedies, ... Homesteading, How to Get Rid of Bed Bugs)
Decluttering Your Home: How to Organize Your Home and Live a Clutter-Free Life
Control Your Clutter!: You don't have to get rid of EVERYTHING! Even hoarders will succeed with this method!
Organize Your Life, How To Be Organized, Productive & Happier In Life, Declutter Your Home and Be Productive at Work. (How to plan your life, Get Organized Book 1)
The Art of Discarding: How to get rid of clutter and find joy
How to Get Rid of Lice FAST: An Essential Guide to Getting Rid of Head Lice for Good
Love Your Clutter Away: A step-by-step guide to gently letting clutter go for good.
A Smart Girl's Guide: Getting It Together: How to Organize Your Space, Your Stuff, Your Time--and Your Life (Smart Girl's Guides)
A Smart Girl's Guide: Getting It Together: How to Organize Your Space, Your Stuff, Your Time--and Your Life (Smart Girl's Guide To...)

[Contact Us](#)

[DMCA](#)

[Privacy](#)

[FAQ & Help](#)