



Focus: Secrets to Naturally Improving Your Focus and Concentration, How to Focus and Increase Productivity (Focus, Productivity, Concentration, Stay Focused, Improve Concentration)

Henry Lee

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A Concise and No-Fluff Guide on Focus and Increasing Productivity!

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Productivity is the mainstay of every successful endeavor. But there are many things that threaten to decrease productiveness. One such thing is the rise of the Internet, which has made it easier for people to lose focus on the tasks at hand. Many often prefer to waste time on their gadgets and smartphones rather than do their work. Staying focused and driven is becoming an increasing challenge now more than ever.

Focus: Secrets to Naturally Improving Your Focus and Concentration, How to Focus and Increase Productivity aims to curb any inclination one might have to give in to those unwelcome distractions. The tips and tricks offered up in this book will encourage individuals to concentrate on getting the job done. The goal is to make a habit out of focusing on managing a task without getting sidetracked. This book provides simple yet effective strategies that set the mind and body in motion on the path to productivity.

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- Introduction
- Creating Micro-Goals
- Setting Deadlines and Schedules
- Weeding Out Distractions
- Sleeping Well
- Keeping Goals Visible
- Rewarding Yourself
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Testimonials

*This book is a must-read in a day and age when we are bombarded by screens commercials and other stimuli that eats away at our attention span more and more each day until we are so used to instant gratification that we forget how to focus on the most important areas of life such as work, family and friends this book gives great tips on focus and productivity. **excellent wheels***

*Incredible tips and guidelines that are effectively improving your focus and concentration. **Alicia Jones***

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Tags: focus, productivity, learning, minimize distractions

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