



Getting Organized: Improving Focus, Organization and Productivity

Chris Crouch

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Getting Organized is a collection of simple ideas that address at least six major issues that could be generating chaos and disorder in your life. The ideas are presented in a simple format, with specific suggestions on how to put each idea to work, so busy people can find the time to read and try them.

Even if you've tried unsuccessfully to get organized before, consider reading Getting Organized. You'll find effective solutions to your organizing challenges and will enjoy the benefits for years to come.

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