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Do you work at a breakneck pace all day, only to find that you haven't accomplished the most important things on your agenda by the time you leave the office? The world has changed and the way we work has to change, too. Manage Your Day-to-Day will give you a toolkit for tackling the challenges of a 24/7, always-on workplace. We'll show you how to build a rock-solid daily routine, field a constant barrage of messages, find focus amid chaos, and carve out the time you need to do the work ...

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was a really quick manage your day to day build your routine find your focus and sharpen your creative mind by jocelyn k glei my rating 3 of 5 stars this book tells creatives designers writers artists etc how to better manage their time to give priority to creativity its current and practical

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while still presenting timeless principles it covers

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With wisdom from 20 leading creative minds, Manage Your Day-to-Day will give you a toolkit for tackling the new challenges of a 24/7, always-on workplace.

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