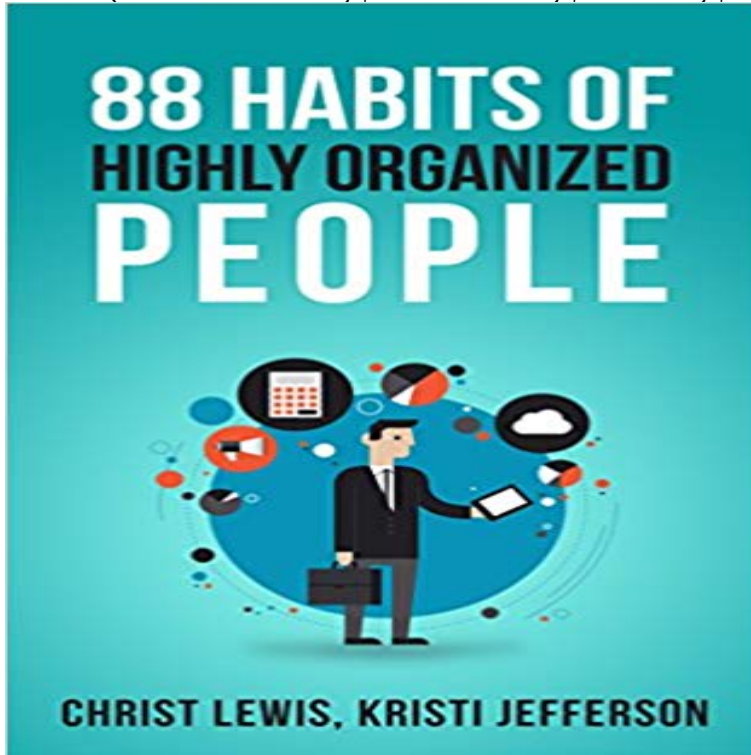


88 Organizational Behaviors: Organize Your Mind and Declutter Your Life (Time Management Negotiating Management Skills)



Download 88 Habits of Highly Organized People There are moments in our life when we feel trapped in a vicious cycle of obligations and expectations. When everything is rushing by we feel constrained with helplessness and desperateness. At that point we can only observe confusion turning into chaos and chaos into frustration. If you have also ever found yourself overwhelmed by your duties and obligations and due to constant stress springing from the mess in your life felt unmotivated to take appropriate actions to change the situation, this book is for you. Transforming chaos into order and establishing control where there is none calls for structured approach that will address the root of the problem. Lessons learned from highly successful people, that have managed to tame the pandemonium in their life have thought us that that the key to leaving the mess behind lies in changing the behavioral traits. Behaviour is about conducting ones self and is strongly interlinked with personal attributes. Due to that fact it is notoriously difficult to change. However there is a waybreaking it down to its smallest components provides an opportunity to alter it gradually and in a step-by-step manner progressively modify it to the most satisfactory degree. The secret to becoming organized therefore lies in habits. Usually habits are thought of as unwanted quality that can have a negative impact on ones life. Nonetheless, habits are nothing more than a set of automated behaviors, and as such exist also in positive form. On that ground developing healthy and sustainable habits will clear even the messiest of situations and will provide you with the chance of becoming highly organized individual. While the complexity of life is difficult if not impossible to explain in one go, this book is designed to guide you through the process of developing organized habits in various aspects of your routine. The

content is based on multidimensional approach that combined the concepts from psychology and cognitive science with practical advices and exercise. Presented in the form of 88 comprehensive and highly applicative habits it will allow you to hone your behaviors and organizational skills. As you read, you will learn about: ? What does it mean to be organized ? Techniques of breaking bad habits ? The importance of psychological triggers in new habit creation ? How to benefit from developing and nurturing organized habits ? How to change your life by changing your behavior ? Habits that will increase your efficiency and management skills ? Habits that will help you to organize your home and finances ? And much, much more! Without the adequate understanding of the underlying mechanism that make habits long-lasting on one side, and the practical information that will help you to develop habits proportionate to your routine on the other, you are prone to stay on the messy side of life. Take the leap instead, embrace the knowledge that this book has to offer and start organizing your life. Scroll Up and Click Buy Now to Get This Book

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