



## Time Management for Dummies (Special Briefcase Edition)

By Jeffrey J. Mayer

For Dummies. Condition: New. 2014. 1st Edition. Paperback. If you're finding yourself tied down by piles of paperwork, endless unanswered emails and thousands of to-do lists, then this is the book for you! Become a more efficient, effective and productive you with Time Management For Dummies- your one-stop guide to taking control of your life. Num Pages: 274 pages. BIC Classification: KJMT. Category: (P) Professional & Vocational. Dimension: 215 x 142 x 17. Weight in Grams: 336. . . . . Books ship from the US and Ireland.



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