



Time Management for Busy Executives

By Lawrence G Fine

Createspace, United States, 2009. Paperback. Book Condition: New. 213 x 142 mm. Language: English . Brand New Book ***** Print on Demand *****.Time is something we often take for granted. Though it may seem we have an infinite amount of time, we often find it sorely lacking in the most inopportune moments. Time is something that we cannot control: we cannot stop time from moving, nor can we make it move slower. However, what we can do is to make sure we make use of our time wisely. In the Time Management for Busy Executives book, Lawrence G Fine walks us through the mechanics of how we can gain control of our time -- not by stopping it, but through effective time management. Geared for the busy executive, the book aims to make you have time for all the important things: your work, your family and yourself. The book comes with worksheets to guide you so you can start taking control of your time.



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