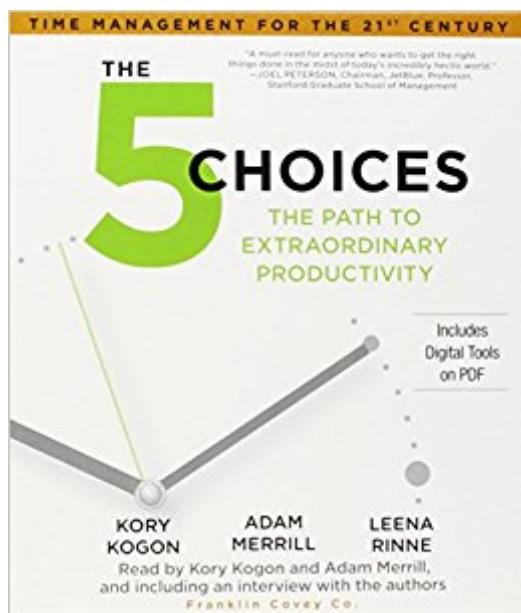


The book was found

The 5 Choices: The Path To Extraordinary Productivity



Synopsis

The time management experts at FranklinCovey share their five critical techniques for avoiding distractions and paying focused attention to our most important goals and tasks in our daily lives. INCLUDES DIGITAL TOOLS ON PDF! Every day brings us a crushing wave of demands: a barrage of texts, emails, interruptions, meetings, phone calls, tweets, blogsâ "not to mention the high pressure challenges of our jobsâ "that can be overwhelming and exhausting. The sheer number of distractions can threaten our ability to think clearly, make good decisions, and accomplish what matters most, leaving us worn out and unfulfilled. Now FranklinCovey offers powerful insights drawn from the latest neuroscience and decades of experience and research in the time-management field to help you master your attention and energy management through five fundamental choices that will increase your ability to achieve what matters most to you. The 5 Choices is time management redefined for the twenty-first century: it increases the productivity of individuals, teams, and organizations and empowers you to make more selective, high-impact choices about where to invest your valuable time, attention, and energy. The 5 Choices are: 1. Act on the Important, Donâ™t React to the Urgent 2. Go for Extraordinary, Donâ™t Settle for Ordinary 3. Schedule the Big Rocks, Donâ™t Sort Gravel 4. Rule Your Technology, Donâ™t Let It Rule You 5. Fuel Your Fire, Donâ™t Burn Out

Book Information

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Customer Reviews

Kory Kogon is FranklinCoveyâ™s Global Practice Leader for Productivity focusing her research and content development around time management, project management, and communication

skills. In addition to coauthoring *The 5 Choices: The Path to Extraordinary Productivity*, Kory is one of the authors of *Project Management for the Unofficial Project Manager*, and *Presentation Advantage*. Prior to FranklinCovey, Kory spent six years as the Executive Vice President of Worldwide Operations for AlphaGraphics, Inc. Adam Merrill is vice president of innovation for FranklinCovey, where he leads the effort for developing award-winning content that helps individuals and organizations become dramatically more productive. Adam has been researching time management and productivity topics around the globe for over twenty-five years, with particular emphasis on the impact of changing technology on how people succeed in a digital world. In addition, he is also deeply immersed in the impact physical and mental health have on oneâ™s ability to be productive and make good decisions. Leena Rinne is a senior consultant with FranklinCovey. In her role, she works with clients to increase productivity and develop leaders in their organizations. Leena works with a wide variety of organizations, ranging from Fortune 100 companies to small, locally owned businesses.

This book has been extremely helpful in that it has given me a framework for deciding what tasks to work on during my extremely overloaded days at the office. It's based on the Covey "Urgent/Important" Grid that I had read about before, but had totally forgotten about. The best part: It has already helped me to decide which phone calls NOT to return first!

Every person should read this!!

got this as a gift and they love it

why do authors insist that they read their own books? This review is for the audiobook. I wanted to get to the content but their voices are so annoying and grating that i wanted to scream when i heard them talk. Adam Merrill's voice has vocal fry (look it up) which is so annoying. And Kory's voice goes UP AT THE END OF A SENTENCE. so you want to listen but you just focus on HOW ANNOYING THEY SPEAK (uptick at the end). Adam Merrill should not be allowed to address public audiences. EVER. i want to read the book but already invested in the audiobook which i now want to burn.

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