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*Sarah Riedel*

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“Just do it” easier said than done. Motivational speeches are good; in fact, they are great. However, most of them only end up wasting more of your time. They tell you what you need to do, that is why you end up saying something like “I really should...”

The secret behind improving productivity goes beyond identifying what you should do, that is why thousands of people make to- do lists daily, but they never use them.

The most productive people are not more talented than you are, they are not even stronger or smarter than you are; they just have a different lifestyle. They know how to get more things done in a shorter time.

If you are not as productive as you would like to be, it is probably because you are either not doing anything or you are doing things that are not important and leaving the important stuff undone.

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