



# Stop Organizing Start Producing: Leverage the 12 Factors that Make or Break the Busy Professional

*Casey Moore*

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## **Stop Organizing Start Producing: Leverage the 12 Factors that Make or Break the Busy Professional** Casey Moore

Conventional wisdom says “getting organized” makes you productive. It doesn’t. Labeled files can’t cure stalled projects and crammed schedules. And order alone won’t help you achieve the results you seek.

Stop Organizing, Start Producing turns conventional wisdom on its head. Productivity Coach Casey Moore shares what you really need to perform at a consistently high and sustainable level.

Her groundbreaking Productivity Chain® model helps you first identify the specific behaviors and beliefs that limit you, then turn them into assets. Its theme is power—your power to control your work, time, and perspective. Applying it will increase your productivity and your quality of life.

- Dominate your email in-box and endless task list, instead of being at their mercy
- Gain control of your schedule and priorities
- Overcome the beliefs and habits that get in your way
- Claim time for a richer personal life without sacrificing your productivity

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