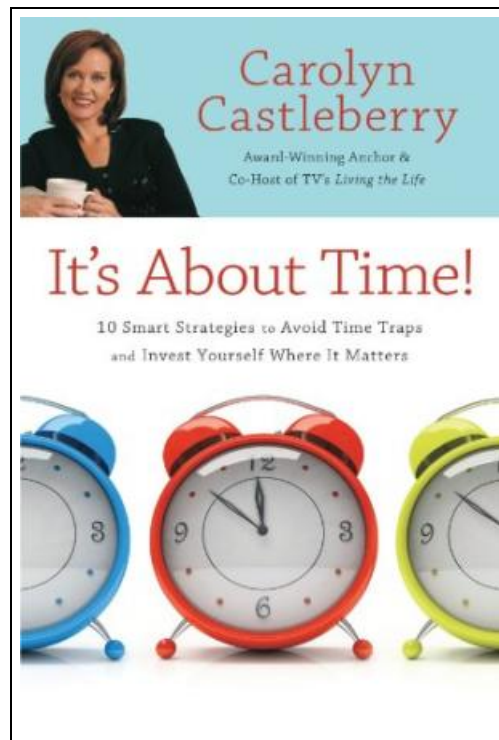


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ITS ABOUT TIME: 10 SMART STRATEGIES TO AVOID TIME TRAPS AND INVEST YOURSELF WHERE IT MATTERS



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Howard Books. Paperback. Book Condition: New. Paperback. 256 pages. Dimensions: 9.0in. x 6.0in. x 0.8in. Award-winning reporter Carolyn Castleberry brings workable solutions to help women discover and apply the right strategies for time management in their lives, freeing them to invest themselves in what really matters. American women are in a time crisis. They are doing more but enjoying it less. Fueled by both internal and external pressures, they run from task to task without pausing to ask themselves, Do I really want to do all this stuff? Why can't I get a handle on managing my time? How can they find true time balance in their super-charged, over-scheduled lives? Carolyn Castleberry co-host of ABC Family's *Living the Life*, has not only asked herself these questions, but has interviewed countless accomplished newsmakers over the years. Determined to bring workable solutions to women, she commissioned a national survey of women. Roughly half of those surveyed felt busier than they did five years ago (50 percent), don't feel there's enough time to get everything done (45 percent), and say they don't have enough time for themselves (43 percent). One in three women (34 percent) described themselves as overwhelmed. This book delivers proven, effective strategies for time management. First, it offers women a chance to take a self-test to see where they fall on the time-balance scale, a tool to assist the reader in diagnosing her time-management style in order to apply the right strategies and biblical principles to fit her needs. Once diagnosed, readers discover the unique factors standing in their way of effectiveness. They explore the time traps to avoid those habits, decisions, and disempowering thoughts and words that literally steal time. Then with smart, biblical strategies in place, readers discover how to select their true priorities and invest their talents, careers, and selves...



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