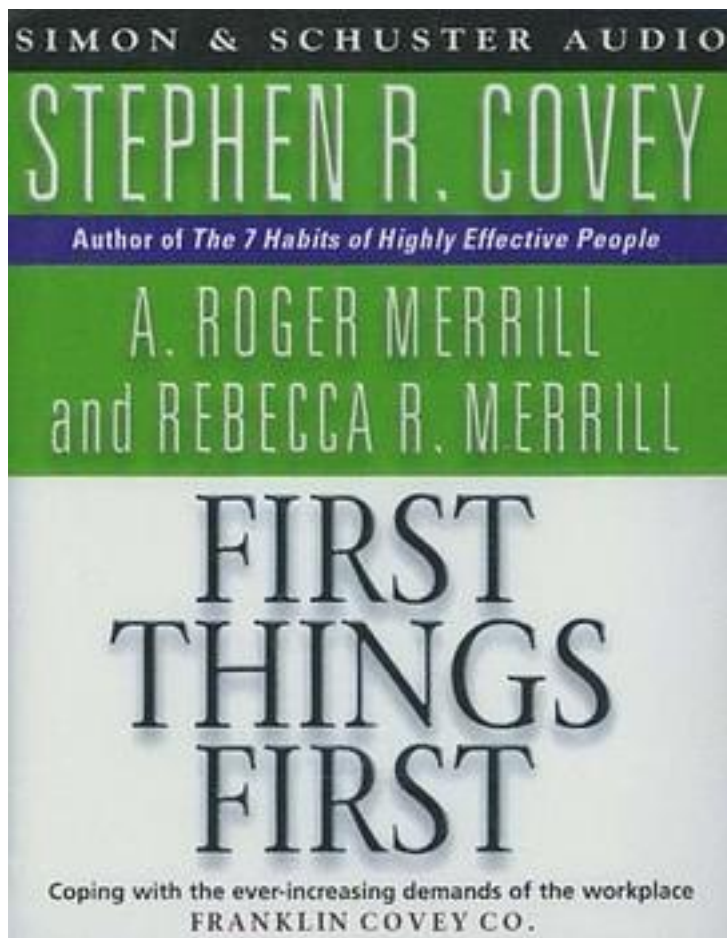


# First Things First



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First Things First is a revolutionary guide to managing your time by learning how to balance your life. Traditional time management suggests that working harder, smarter, and faster will help you gain control over your life, and that increased control will bring

peace and fulfillment. But in the first real breakthrough in time management in years, the authors of First Things First apply the insights of The 7 Habits of Highly Effective People to our daily problems of struggling with the ever-increasing demands of work and home life.

Rather than focusing on time and things, First Things First emphasizes relationships and results. And instead of efficiency, this new approach emphasizes effectiveness. It tells us:

- \* Why we feel a gap between how we spend our time and what's deeply important to us
- \* How focusing on efficiency and control increases the gap instead of closing it
- \* How to determine if what you're doing is really important -- or only urgent
- \* How to overcome the tremendous gravity of habit
- \* How to put people ahead of schedules
- \* How to lead your life, not just manage your time

Offering a principle-centered approach and the wisdom and insight that made The 7 Habits of Highly Effective People a #1 bestseller, First Things First empowers listeners to define what is truly important; to accomplish worthwhile goals; and to lead rich, rewarding, and balanced lives.

作者介绍:

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标签

评论

将时间管理作为一个课题来研究，这是没什么问题的，输出的理念也没有错误，简单来说，就是做减法，不是效率高了，就觉得事情都可以完成了，而是只做重要的事情，很对。但是这么大部头就为了说一个理念，对我来说，太没有意义了。

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书评

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