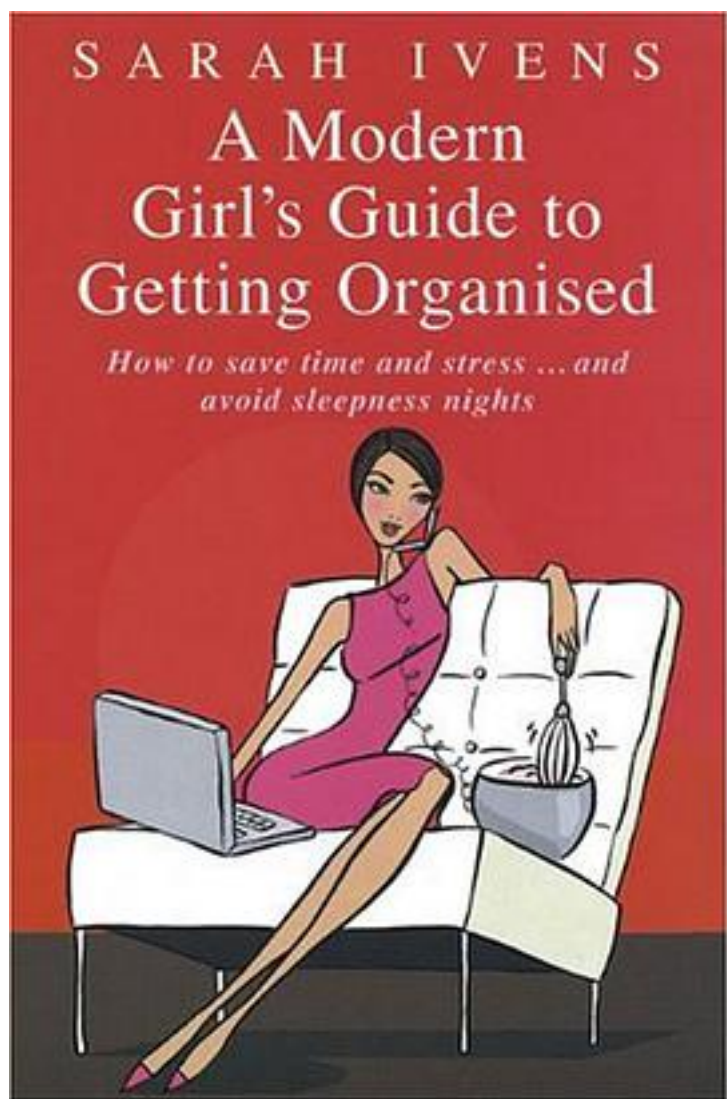


Modern Girl's Guide to Getting Organised



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A Modern Girl's Guide to Getting Organised is a fun, info-packed guide that shows you how to take the stress out of everyday life so you have more time for yourself - and for fun! The modern girl is faced with more and more demands - climbing the career ladder, having a busy social life, looking gorgeous and conducting successful relationships - and sometimes we need a bit of help. Packed full of time-saving ideas, stress-reducing plans and useful hints, tips and personal stories from women, this book will help you in all areas of your life, from your work to your wardrobe, from your home to your holidays. Topics covered include: Everyday skills for an easy life
Wardrobe wonders and beauty secrets. How to keep an ordered home and desk. Control your paperwork. Improve your work-life balance. Make the most of your weekends. Plan the perfect party. Preparing for high days and holidays.

作者介绍:

Sarah Ivens is the Editor of OK! Magazine in New York * She has also written for Marie Claire, Tatler, Woman's Journal, Daily Mail, Mail on Sunday, News of the World and GQ
* Sarah is also the author of A Modern Girl's Guide to Getting Hitched (0 7499 2268 0), A Modern Girl's Guide to Etiquette (0 7499 2424 1), A Modern Girl's Guide to Networking (0 7499 2758 5) and A Modern Girl's Guide to Dynamic Dating (0 7499 2390 3)

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