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Manage Your Day To Day Book  
Review | Jocelyn K. Gleib |  
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~~Manage Your Day to Day by  
Jocelyn K. Glei~~ **Jocelyn K.**

**Glei: Maximize Your  
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)* ~~Jocelyn K Glei: Working in~~

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~~Jocelyn K. Gleib | Summary |  
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027: Jocelyn K. Gleib~~

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HOW TO PLAN YOUR DAY

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How To Be More Productive -  
Reverse-Engineer your day  
for Productivity and Time  
Management Tips

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~~your time more effectively  
(according to machines)~~

~~Brian Christian~~ **How to  
organize your life in a day!**

~~How to Tell If a Mango is  
Ripe~~ Balancing a busy  
schedule and getting ready  
for a book release! //



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Girl Wash Your Face, The  
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**books to get you motivated +  
productive!! \*book haul /  
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*Talks at Google Manage Your*  
*Day To Day by 99u Edited by*

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*Jocelyn K. Gle* || *New Book*

*Everyday Jocelyn K. Gle* |

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*Jocelyn Gle: Manage Your*

*Day-to-Day Book Summary*

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JOCELYN K. GLEI writes about

work & creativity. Do you

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want to find more creativity and meaning in your daily work? Hi-Fi is my new online course. Hi-Fi is a 12-week course that invites you to reconnect with your body, open your heart, and bring your intuition online.

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~~JOCELYN K. GLEIB writes about  
work & creativity.~~

Jocelyn K. Gleib is obsessed  
with how we can find more  
meaning and creativity in  
our daily work. In search of  
the answer, she has

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interviewed hundreds of designers, researchers, and entrepreneurs about how they stay productive and inspired.

~~HURRY SLOWLY is a podcast about pacing yourself,~~

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I created the online course  
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your workday.. I host Hurry  
Slowly, a podcast about how  
you can be more productive,  
creative, and resilient  
through the simple act of



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slowing down.. I write books about how to make great creative work in the Age of Distraction, and I give talks about how we can spend less time on “fake productivity” and more time on meaningful work.

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~~About • Jocelyn K. Gleib~~

Jocelyn K. Gleib is obsessed with how we can find more creativity and meaning in our daily work. She created the online course RESET, a cosmic tune-up for your

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workday, and hosts Hurry Slowly, a podcast about how you can be more productive, creative, and resilient by slowing down. Jocelyn has published numerous books for creative folks, including Manage Your Day-to-Day, Make

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Your Mark, and ...

~~Jocelyn K. Gleib on Behance~~

Hi, I'm Jocelyn. I help people find more creativity and meaning in their daily work. I help people find more creativity and meaning

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in their daily work. I created the online course RESET , a cosmic tune-up for your workday, and I host Hurry Slowly , a podcast about how you can be more productive, creative, and resilient by slowing down.

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~~The Missing Key to  
Productivity Is ...~~

~~Jocelyn K. Gle~~

Jocelyn K. Gle A writer and  
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Jocelyn K. Gle is obsessed  
with how to make great

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creative work in the Age of Distraction. Her latest book is *Unsubscribe: How to Kill Email Anxiety, Avoid Distraction, and Get Real Work Done.*

~~Jocelyn K. Gleib Archive~~

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RESET is a four-week course created by Jocelyn K. Gleib that shows you how to work in a way that is intentional, energizing, and inspiring. 00:36 We're on the verge of a burnout



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epidemic. Almost 50% of Americans say that they are regularly exhausted from work.

~~RESET is a cosmic tune up for your workday.~~

Jocelyn K. Gleib is a writer

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who's obsessed with how we can find more creativity and meaning in our daily work. Her latest book, "Unsubscribe", is a modern guide to getting rid of email anxiety, reclaiming your productivity, and

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spending more time on the work that matters. Her previous works include "Manage Your Day-to-Day", "Maximize Your ...

~~Jocelyn K. Gleib~~

RESET is a course created by

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Hurry Slowly host Jocelyn K. Gleib that shows you how to let go of productivity shame, be more tender with yourself, and get back in touch with the natural rhythms of your energy, your attention, and your creative

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flow. Registration re-opens on Sept 29th at reset-course.com. Get Jocelyn's brainwaves in your inbox.

~~Jocelyn K. Gleib: A Call for Rest & Tenderness • Hurry Slowly~~

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RESET, a cosmic tune-up for your workday. RESET is a new course from Hurry Slowly host Jocelyn K. Gleib that shows you how to take a “heart-centered” approach to productivity that’s intentional, energizing, and

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inspiring. Watch the 30-second trailer at reset-course.com. Get Jocelyn's brainwaves in your inbox.

~~Jocelyn K. Gleib — Who Are You Without the Doing? • Hurry ...~~

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The latest tweets from  
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RESET, a cosmic tune-up for  
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shows you how to take a “heart-centered” approach to productivity that’s intentional, energizing, and inspiring. Watch the 30-second trailer at [reset-course.com](http://reset-course.com).

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~~Jocelyn K. Gleib:~~

~~Productivity Shame • Hurry  
Slowly~~

RESET is a new online  
course, created by Hurry  
Slowly host Jocelyn K. Gleib,  
that shows you how to work  
in a way that's intentional,

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energizing, and inspiring. It takes all of the themes that *Hurry Slowly* explores and distills them down into a clear, actionable program that will completely transform the way you work.

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~~Jocelyn K. Gleib - Creator -  
RESET Course | LinkedIn~~

The series is edited by  
Jocelyn K. Gleib, Director  
and Editor-in-Chief of 99U.  
Jocelyn oversees the 99u.com  
website—which has won two

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Webby Awards for "Best Cultural Blog"—and leads the curation and execution of the popular 99U Conference. Prior to joining 99U, Jocelyn was the global managing editor at the online media company

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Your ...~~

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Chief, 99U A writer and the founding editor of 99U, Jocelyn K. Gleib is obsessed with understanding how work gives our lives meaning. She has authored three books about work, creativity, and business, including the

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Amazon bestsellers Manage  
Your Day-to-Day and Make  
Your Mark.

~~Maximize Your Potential—  
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A modern, no-nonsense guide

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to getting rid of email anxiety, reclaiming your productivity, and spending more time on the work that matters. Let's face it: Email is killing our productivity. The average person checks their email 11

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times per hour, processes 122 messages a day, and spends 28 percent of their total workweek managing their inbox. What was once a powerful and essential tool for doing our daily work has become a near-constant

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source of frustration,  
anxiety, and distraction  
from our work. Unsubscribe  
will show you how to tame  
your inbox and reclaim your  
focus, with tips on how to:  
Break free from email  
addiction and the "inbox

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zero" obsession Build a daily email routine that reduces stress and anxiety Process your inbox based on what (and who) really matters to you Write messages that get people to pay attention and take

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action Set boundaries and say "no" to time-wasting distractions Plan your day around meaningful work -- not busywork Productivity isn't about just "keeping busy," it's about leaving a legacy. Are you ready to



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Offers insights on ways to meet the challenges of the workplace by building a daily routine and finding focus amid chaos.

"Highly informative and remarkably entertaining."

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–Elle From forest trails in Korea, to islands in Finland, to eucalyptus groves in California, Florence Williams investigates the science behind nature's positive effects on the brain.

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Delving into brand-new research, she uncovers the powers of the natural world to improve health, promote reflection and innovation, and strengthen our relationships. As our modern lives shift dramatically

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indoors, these ideas—and the answers they yield—are more urgent than ever.

From the bestselling author of *The Year of Living Biblically* and *The Know-It-All* comes the true and truly

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hilarious story of one person's quest to become the healthiest man in the world. Hospitalized with a freak case of tropical pneumonia, goaded by his wife telling him, "I don't want to be a widow at forty-five," and

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ashamed of a middle-aged body best described as “a python that swallowed a goat,” A.J. Jacobs felt compelled to change his ways and get healthy. And he didn't want only to lose weight, or finish a



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triathlon, or lower his cholesterol. His ambitions were far greater: maximal health from head to toe. The task was epic. He consulted an army of experts— sleep consultants and sex clinicians, nutritionists

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and dermatologists. He subjected himself to dozens of different workouts—from Strollercize classes to Finger Fitness sessions, from bouldering with cavemen to a treadmill desk. And he took in a cartload of diets:

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raw foods, veganism, high protein, calorie restriction, extreme chewing, and dozens more. He bought gadgets and helmets, earphones and juicers. He poked and he pinched. He counted and he measured. The

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story of his transformation is not only brilliantly entertaining, but it just may be the healthiest book ever written. It will make you laugh until your sides split and endorphins flood your bloodstream. It will

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alter the contours of your brain, imprinting you with better habits of hygiene and diet. It will move you emotionally and get you moving physically in surprising ways. And it will give you occasion to reflect

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on the body's many mysteries  
and the ultimate pursuit of  
health: a well-lived life.

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p and get access to hundreds of free book and audiobook summaries. In *Maximize Your Potential* (2013), you'll learn how to succeed by making the most of the talents and skills you already possess. Written for

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those who have often felt that they're not talented enough or lack the skills to succeed, *Maximize Your Potential* teaches that your success isn't determined by having a particular skill set, it's about making the



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most of the talents you have. Through the combination of actionable advice and examples from some of the world's most productive people, Jocelyn K. Gleib's guide will show you the secret for unlocking

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your potential.

FINALIST FOR THE NATIONAL  
BOOK CRITICS CIRCLE AWARD  
"In the spirit of Julian  
Barnes's Flaubert's Parrot

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and Alain de Botton's How Proust Can Change Your Life, Mr. Dyer's Out of Sheer Rage keeps circling its subject in widening loops and then darting at it when you least expect it . . . a wild book."--Christopher Lehmann-

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Haupt, The New York Times  
Geoff Dyer was a talented  
young writer, full of energy  
and reverence for the craft,  
and determined to write a  
study of D. H. Lawrence. But  
he was also thinking about a  
novel, and about leaving

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Paris, and maybe moving in with his girlfriend in Rome, or perhaps traveling around for a while. Out of Sheer Rage is Dyer's account of his struggle to write the Lawrence book--a portrait of a man tormented,

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exhilarated, and exhausted. Dyer travels all over the world, grappling not only with his fascinating subject but with all the glorious distractions and needling anxieties that define the life of a writer.

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One of Michiko Kakutani's (New York Times) top ten books of 2016 A funny thing happened on the way to the digital utopia. We've begun to fall back in love with the very analog goods and

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ideas the tech gurus insisted that we no longer needed. Businesses that once looked outdated, from film photography to brick-and-mortar retail, are now springing with new life. Notebooks, records, and



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stationery have become cool again. Behold the Revenge of Analog. David Sax has uncovered story after story of entrepreneurs, small business owners, and even big corporations who've found a market selling not

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apps or virtual solutions but real, tangible things. As e-books are supposedly remaking reading, independent bookstores have sprouted up across the country. As music allegedly migrates to the cloud, vinyl

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record sales have grown more than ten times over the past decade. Even the offices of tech giants like Google and Facebook increasingly rely on pen and paper to drive their brightest ideas. Sax's work reveals a deep truth

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about how humans shop, interact, and even think. Blending psychology and observant wit with first-rate reportage, Sax shows the limited appeal of the purely digital life-and the robust future of the real

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world outside it.

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