

smarttime!

When you're better organized ...

- 🌀 You have more time
- 🌀 You are more productive
- 🌀 You feel more in control



create time...make space

Go to bed earlier!

If you think you have to stay awake longer to get more done, think again.

Sleep is one of the first behaviors many of us are willing to sacrifice, on the mistaken assumption that doing so will allow us to be more productive.

Nothing could be further from the truth.

Studies have proven that with a good night of sleep you may find that you can actually get more done than if you stayed awake.

Sitting at that desk longer to get stuff done means you're getting less done than you think you are.

Imagine that. Getting more sleep means getting more done.

Sweet dreams.

Now, get on with your day!

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Helping busy professionals get more done in less time.

Georgina Forrest, your Organizing Expert, helps busy professionals clean up their offices and shows them how to work smarter – not harder. Be sure to sign up for her Organizing Quick Tips and get a free report: 5 PAINFUL TIME MANAGEMENT MISTAKES PEOPLE TYPICALLY MAKE. Sign up here: <http://sworganizing.ca>

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