

A Viva Crisp Fifty-Minute Book

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Plan Your Work / Work Your Plan

Secrets for More Productive Planning

- Turn Opportunities into Attainable Goals and Objectives
- Gain the Power to Control Your Future
- Develop a Systematic Way to Solve Problems and Make Decisions
- Use Dynamic Imaging to Make Your Plan Work



James R. Sherman, Ph.D.

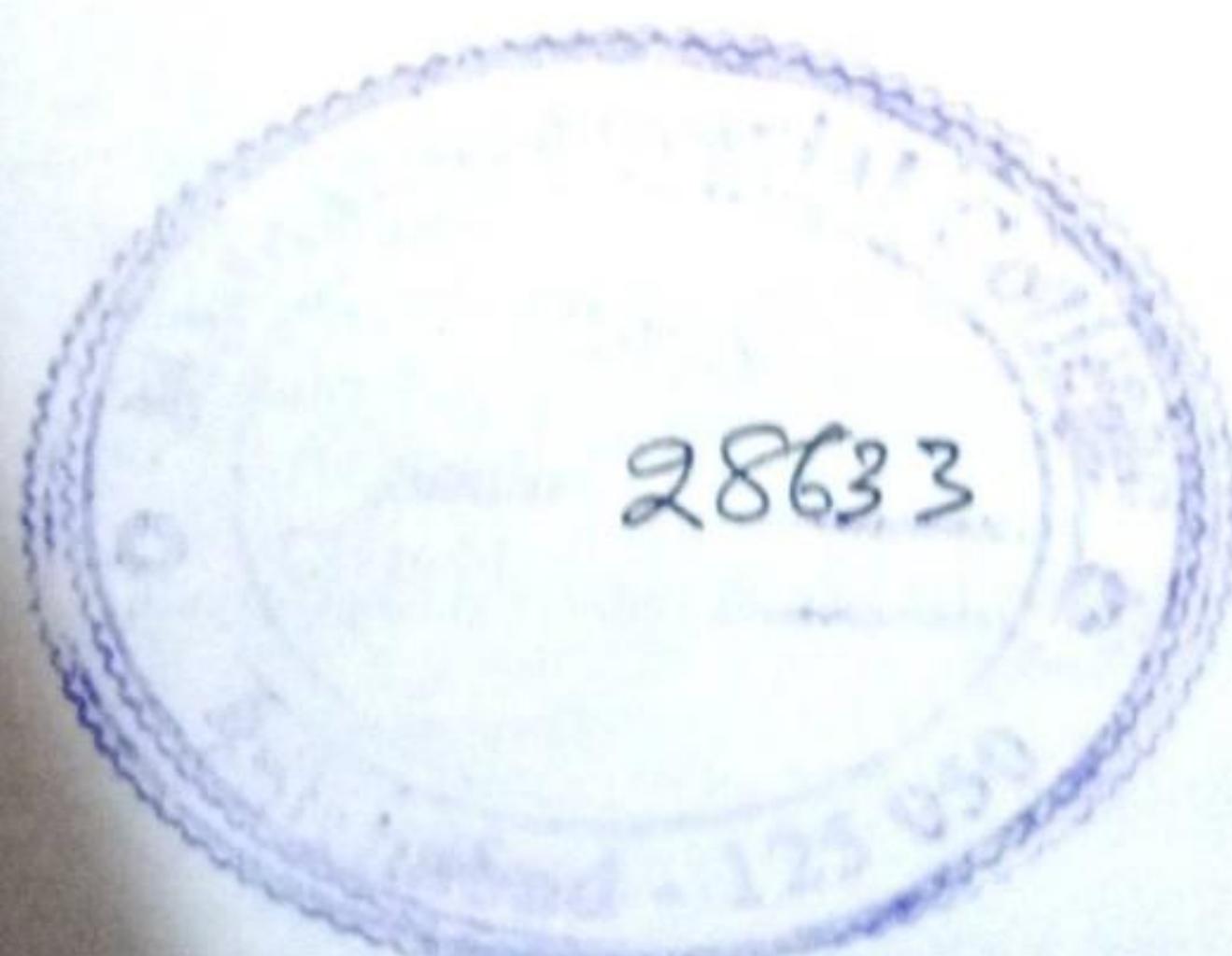
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A FIFTY-MINUTE™ SERIES BOOK



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- Play the Odds**
- Assign Priorities**
- Dynamic Imaging**
- Make a Commitment**
- Start When Ready**
- Work at It**
- Stay Flexible**
- Know Your World**

PART VI YOUR PLAN OF ACTION

- Eight Strategies**
- Review: The Eight Basic Steps**
- Establishing Priorities**
- A Friendly Reminder**