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Singletasking doesn't mean you only have one goal or accomplish one thing. You can absolutely pursue more than one goal. The only rule is, when you are working on a goal, that is the only thing you are focusing on at that time. **Singletasking** (Berrett-Koehler Publishers, £12.99) by Devora Zack is out now. For more

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information about Devora, see
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Why you'll get more done by
singletasking | Psychologies

The more you single-task, the more bang
for your buck you'll gain as the quality

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and productivity of output will increase.
Single tasking in a modern world. In such
a competitive world the drive to get more
done in less time becomes overwhelming.

Single Tasking: Get More Done And
Improve Productivity ...

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Do One Thing At A Time
Singletasking is a principle. It means being here, now, immersing yourself in one thing at a time. Singletasking commits you to one thing so you are laser focused with all energy devoted to that task while you work on it. Task-switching (multitasking) is the enemy of productivity, making every task take

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Singletasking: Get More Done One Thing
At A Time ...

Singletasking explains exactly how to
clear and calm your mind, arrange your
schedule and environment, and gently yet

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firmly manage the expectations of people around you so that you can accomplish a succession of tasks, one by one—and be infinitely more productive. Singletasking is the secret to success and sanity.

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Clifford Nass, a Stanford University

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Psychology Professor who conducted one of many research projects on the effects of multitasking, said in an interview:

Single-Tasking: How to Focus on One Task & Be More Productive
Singletasking explains exactly how to

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Clear and calm your mind, arrange your schedule and environment, and gently yet firmly manage the expectations of people around you so that you can accomplish a succession of tasks, one by one—and be infinitely more productive. Singletasking is the secret to success and sanity.

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schedule and environment, and gently yet
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Singletasking: Get More Done—One Thing
at a Time eBook ...

I had to read the rest of the book! Devora

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Zack uses humor, insight, theory,
knowledge, and experience to prove to us
that multitasking is a myth. Singletasking
is a principle. If you really want to get
more done, focused attention on one task
at a times will get the results you want.
Get your sanity back one task at a time.

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at a Time by Devora ...

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clear and calm your mind, arrange your
schedule and environment, and gently yet
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The more you multitask, the worse you get at finishing your work, which means you have more to do, which makes you more likely to keep multitasking to do it all. And on and on and on... To break out of this cycle, you need to understand that focusing on one thing at a time is a superpower.

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But in Singletasking: Getting More Done, One Thing at a Time, Zack successfully proves that the more we try to juggle, the more we slow ourselves down, produce inferior work, and create more stress. With this book, she puts individuals back in

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control of their day instead of just reacting
to endless stimuli.

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zack author of singletasking get more done
one thing at a time describes how to

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increase your productivity choose one task at a time dive in and focus on just one thing for a but in singletasking getting more done one thing at a time zack successfully proves that the more we try to juggle the more

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