

# [PDF] Manage Your Day-to-Day: Build Your Routine, Find Your Focus, And Sharpen Your Creative Mind (The 99U Book Series)

Laural Merlington, Fred Stella, Scott Belsky, Jocelyn K. Gleib (Editor) - pdf download free book

---



#### Books Details:

Title: Manage Your Day-to-Day: Build  
Author: Laural Merlington, Fred Stella, Scott Belsky  
Released: 2013-05-21  
Language:  
Pages:  
ISBN: 1469282860  
ISBN13: 978-1469282862  
ASIN: 1469282860

[CLICK HERE FOR DOWNLOAD](#)

---

pdf, mobi, epub, azw, kindle

## Description:

**Review** "This small gem of a book sparkles with delightfully practical ideas, insights and advice....Well-designed and very readable, *Manage Your Day-to-Day* is a book you can dip into whenever you need encouragement to get or keep yourself going." —**Success Magazine**

"The suggestions in *Manage Your Day-to-Day* urge us to take responsibility for our own time and energy by not letting email or other forms of reactivity blunt our focus." —**Forbes**

"Turn off your email, put your ringer on mute, and read this book right now. *Manage Your Day-to-Day* contains life-changing tips from the some of the smartest brains around." —**AJ Jacobs, bestselling author of *Drop Dead Healthy* and *The Year of Living Biblically***

"It's like the Navy Seals of creativity all got together and wrote a book about productivity. I'm giving my entire design team a copy." —**Joe Gebbia, Co-Founder & Chief Product Officer, Airbnb**

"*Manage Your Day-to-Day* is an essential guidebook for navigating information overload and all the other complications and distractions of 21st century life. The lessons contained within are vital in helping us to find the time and space to successfully accomplish daily goals, while creating a safe space for creativity to flourish." —**Paula Scher, Partner at Pentagram Design**

"I'm always looking for ways to boost my productivity and to stop doing the things that hold me back. That's why I turned to *Manage Your Day-to-Day*...The book was worth the quick read." —**Daniel Pink, author of *Drive* and *To Sell Is Human***

--This text refers to the edition.

**About the Author** Editor-in-Chief and Director of 99U, Jocelyn Glei oversees all of the editorial on this website as well as production of the annual 99U Conference and monthly workshops. When she's not tending to the 99U, she's using its insights to push her writing projects forward. To quote Chuck Close, she believes that "Inspiration is for amateurs - the rest of us just show up and get to work."

---

- Title: *Manage Your Day-to-Day: Build Your Routine, Find Your Focus, and Sharpen Your Creative Mind* (The 99U Book Series)
- Author: Laural Merlington, Fred Stella, Scott Belsky, Jocelyn K. Glei (Editor)
- Released: 2013-05-21
- Language:
- Pages: 0
- ISBN: 1469282860
- ISBN13: 978-1469282862
- ASIN: 1469282860

---