

Sales etips



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## Forget time-management-it won't work!

Forget trying to manage your time. No one can do it. Time will be the same long after we are all gone. Time is unmanageable, inflexible and refuses to change, stand still, or let anyone influence it. Instead, focus on managing yourself and prioritizing the events that intrude into your time. To increase

effectiveness there is only one answer: Replace less important tasks with more important tasks. Effective time management is not about doing more in less time. It is about working toward significant goals at the expense of unimportant time-consuming activities. What is important to you? Getting new business?

*Time is the coin of your life. It is the only coin you have, and only you can determine how it will be spent. Be careful lest you let other people spend it for you. –Carl Sandburg*

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