



# Declutter Your Inbox 9 Proven Steps to Eliminate Email Overload

By S. J. Scott

CreateSpace Independent Publishing Platform. Paperback. Book Condition: New. This item is printed on demand. Paperback. 100 pages. Dimensions: 9.0in. x 6.0in. x 0.2in.LEARN: : How to STOP Being Overwhelmed by Email and Get to Inbox Zero Are you buried under an avalanche of email In our fast-paced world, its easy to allow hundreds--even thousands--of messages accumulate in your inbox. While email can enhance your personal communication, it can also turn into a huge time sink. Let email control you and it could lead to: low productivity, stress, distraction and a lack of focus on important projects. The solution Learn how to declutter your inbox and never again get overwhelmed by email. DISCOVER: : How the Inbox Zero Habit Can Stem the Tide of Email Whereas most books (and blog posts) recommend fancy technology for email management, this doesnt solve the root problem. Its kind of like a doctor focusing on the symptoms, not the disease. In order to do your best work in a peaceful, constructive manner, you need to develop a specific routine that focuses on email efficiency. Put simply: You need to develop a habit for processing email. In the book Declutter Your Inbox, you will get a...



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