



## Organization for Home-Based Business Professionals: Got Chaos? Create Order.

By Laura Aridgides Ph D

Createspace, United States, 2009. Paperback. Book Condition: New. Sandy Lunsford, Samantha Ramsay (illustrator). 226 x 150 mm. Language: English . Brand New Book \*\*\*\*\* Print on Demand \*\*\*\*\*.Learn how to organize your home-based business and maximize productivity. Organization For Home-Based Business Professionals will teach you the correct way to set up your office space, how to create your filing system so that you can find anything in under 2 minutes, and how to master your schedule and time to get the most value from each and every day. Being organized and efficient literally saves you hundreds of hours making you more productive in your home-based business. A more productive person will earn more money, realize more dreams, and make a lasting impact not only on their families, but also on their communities. This book will transform any home-based business by inspiring you to take control of the chaos with simple and effective organization systems.



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