



Eat That Frog!: 21 Great Ways to Stop Procrastinating and Get More Done in Less Time

Brian Tracy

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For people who are overwhelmed by tasks of all sizes, this book provides the 21 most effective methods for conquering procrastination and accomplishing more. By identifying, then tackling, their biggest, most unpleasant task first -- the philosophy of "eating a frog" -- readers learn to plan and organize each day, set priorities, get started right away, and complete jobs faster. Written in a fast-moving format and breezy style, this book is immediately accessible and applicable for readers in any occupation.

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