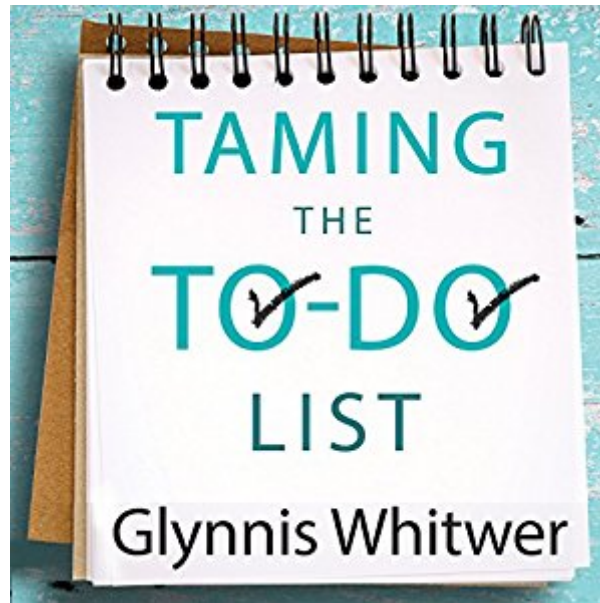


The book was found

# Taming The To-Do List: How To Choose Your Best Work Every Day



## Synopsis

No matter how hard women work or how much they accomplish in a day, there's lingering anxiety and guilt over what they didn't do. Glynnis Whitwer has identified what makes us feel so overburdened, and it's probably not what you think. Taming the To-Do List exposes a seismic shift in our society: from one in which most of us were proactive toward one where we now carry the burden of having to respond to every email, text, tweet, and message we receive. This major shift creates a cycle where everyone else sets the priorities for our days rather than us designing our own lives. Taming the To-Do List addresses this significant change in how we manage our time and the issue of procrastination from a woman's point of view. Combining practical, easy-to-apply advice with solid research and biblical truth, this book is a passionate yet challenging message of hope for those struggling to choose their best work over busy work.

## Book Information

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## Customer Reviews

This short, direct-to-the-point book isn't just for women! The simple, basic concept explained here is a valuable habit/skill which ALL busy persons can/should have routinely incorporated into their lives. Though it's been almost sixty years since I was originally taught the concept of making "to-do" lists and regularly adding, crossing off and prioritizing the items on the list from my sixth grade teacher Mr. Wallace, I have never forgotten him or his lesson. I regard this as one of the single-most important habits I was ever taught and it helped-helps me even now into my successful retirement. This is an "easy to acquire" and put-to-practice life-lesson ALL successful people need to master.

The earlier in life, the better.

Procrastination. We've all experienced it. Whitwer says she was an expert in it. She has learned how to conquer it and she shares her ideas with us. I like how she distinguishes filling our days with work and doing our best work. She wants to see us progress on our highest and best callings of life " work that makes the greatest impact on lives (ours and others). "Busy work is the thief of our best work," she writes. Her goal for us is not to get more things done but to get the right things done. She helps us understand procrastination and our motivation behind it. Once we've done that we can identify motivators to get us moving in the right direction. We look at the cost of decisions, the cost of procrastinating, stress (from procrastinating), fear, overload, perfectionism, decision making, will-power, time management, setting goals, identifying projects vs. tasks, prioritizing, and getting an accountability partner. I really appreciate her comments on planning time for renewal, like Bible reading and other activities that energize us. She even wants us to take time to dream. This book is not going to tell you how to create the best to-do list. It will help you understand how you can accomplish the most important tasks before you, slaying that procrastination dragon. The choice is still yours. Whitwer gives you the tools for getting the best things done. It's still up to each one of us to follow through. Food for thought: "What is God calling you to do that you haven't done yet?" I received a complimentary galley of this book from the publisher for the purpose of an independent and honest review.

This book is AWESOME! Glynnis Whitwer pulls the cover off of procrastination and really gets down to the heart of why people procrastinate. After reading this book I no longer have any excuses as to why I can't complete any task I set out to do. I now have a clearer understanding as to how to move out of procrastination and use wisdom when creating a TO-DO list. As a result I have a fresh wind! This book will BLESS YOUR LIFE!

Are you someone who feels that their "To-Do" list will never end? Or, do you feel that you accomplish everything you want to do in a day? Many people tend to focus on what is not completed instead of what is actually accomplished each day. If this sounds like you, then this is a book to check out. It is for busy people everywhere (and not just women). Whitwer is a self-proclaimed procrastinator. In her latest book, she offers practical tips and advice that get right to the point. She addresses topics such as why people procrastinate, learning to get the right things done, and how perfectionism can make us feel like a failure. Her easy writing style makes this a

relatable book. In today's society, people often feel the need to constantly be available to everyone at all times, and they tend to put off the important things. It is a common practice to fill the day with busy work versus important work. However, this does not necessarily mean that being busy is a bad thing. Learning how to prioritize and organize are key components of this book. Whitwer offers ideas on making specific, measurable goals. Each chapter ends with a "Practical Application" section. She weaves in a number of biblical truths along the way. There are a number of poignant takeaways including: "Blessed are the flexible, for they shall bend and not be broken." "I can't be perfect, but I can be perfectly me." "All procrastination is delay, but not all delay is procrastination." "Your worth and value will never be found in how quickly you complete a task or how many items you check off your to-do list." I recommend adding this book to your "To-do" list today. Disclaimer: I received a free copy from the publisher (Revell Reads blogger program) in exchange for an honest review.

Wow, a most excellent read. Procrastination is talked of and what actually may be the root of the problem. Time management and Bible verses that talk of how we are to manage what God gives us. I feel as I have accomplished a lot while reading this book. Plugging onward with my decluttering around the house. Thanks for bring this to us Glynnis!

I'm currently doing a Bible study using this book and it's been so good. It's about procrastination in our lives and what are putting off doing that we want to do and should be doing. It's also about doing the easy thing instead of investing for the bigger blessing. This is a great book to read and discuss with a group. I purchased this full price for my personal use.

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