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Review Author David Allen lists 52 basic principles for productivity, including: write everything down, do the jobs that nag you, focus on the matter at hand

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David Allen, 'the guru of personal productivity' (Fast Company Magazine) and author of the business bestseller GETTING THINGS DONE, inspires us to work better, not

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David Allen (born December 28, 1945) is a productivity consultant who is best known as the creator of the time management method known as "Getting Things Done".

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