

Overloaded? Overwhelmed? Overworked? You need ZIP! Today, the fastest way to get more done is to focus on tech managementâ€™not time management. Mike Song, with the help of productivity superhero â€™Z,â€™ shows you that the secret is right at your fingertips. The devices and software you use every day have incredible time-saving features almost nobody knows about! Once you discover them youâ€™ll effortlessly boost your performance and zoom to your goals like never before. ZIP! to what matters most in a single click! Print long phrases in two keystrokes! Convert an Outlook email into a LinkedIn contact in three keystrokes! And so much more!

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Preface: The Age of ZIP! ix. 1 Relapse: Harold Gets Hamsterized 1. 2 The Amazing AutoCorrector: Type Long Phrases in a Flash 7. 3 The Draftinator: Easy . Zip! Tips: The Fastest Way. to Get More Done. Zip! Tips: The Fastest Way to Get More Done. A powerful collection of quick and easy tech tips almost no one knows. Written by best-selling author, Mike Song, Dean of Get Control! Connect With Us. Call Now () or email (info@eatafk.com) for more information. Thu, 04 Oct GMT zip tips the fastest way pdf - Tips: The Fastest. Way to Get More Done and millions of other books are available for Amazon.

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