



Onenote Box Set: 20 Effective Lessons On How To Use Onenote, 22 Tips On How To CEO Yourself And 30 Tips On How To Get Focused And Get Better Results At ... How To Use Onenote, onenote for dummies)

Barton Gross, Travis Yates, Eli Cline

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BOOK #1: OneNote: 12 Simple Microsoft Onenote Lessons On Using Onenote For Dummies

If you are a busy person who does a lot of note-taking either for professional or personal reasons, but you consider yourself to be a computer dummy who has no clue about digital notepads, then the Microsoft OneNote software would be perfect for you. This free, extremely easy to use and quite comprehensible note-taking program is much more than merely a note-taking service. It actually contains a number of unique and extremely useful features that you will not find with any other word processor. Use it on your computer, laptop or on your mobile devices and see for yourself that it is really the "hidden gem" of Microsoft Office.

Here is what you will learn after reading this book:

- The 10 key benefits that will certainly make you choose OneNote, rather than any other word processor
- The 12 basic and simple lessons for Microsoft OneNote that even dummies can master

BOOK #2: Onenote for Dummies: 8 Surprisingly Effective Ways to Use Onenote2013. How Using Onenote Can Help You Get Things Done Once and for All

I want to thank you and congratulate you for downloading the book, Onenote:Onenote for Dummies: 8 Surprisingly Effective Ways to Use Onenote2013. How Using Onenote Can Help You Get Things Done Once and for All

Here is what you will learn after reading this book:

- Learn about Microsoft OneNote 2013
- Features and uses of Microsoft OneNote 2013
- 8 Amazing ways to use Microsoft OneNote 2013
- Advantages of Microsoft OneNote 2013
- Reason for using Microsoft OneNote 2013
- Why you should take note with Microsoft OneNote 2013
- And So On.....

BOOK #3: CEO Yourself: 22 Amazing Tips on How to Make Yourself a CEO

A CEO is the main person in the company who is responsible for the ultimate success or failure of your company. The job of a CEO is very stressful and many people who become CEO's can't handle the pressures. This is why I wrote this book.

Being a CEO doesn't have to be stressful and in fact it can be a very rewarding job if you approach it in the right way. In this book we will give you 22 tips and tricks that you can use to condition yourself to be a CEO of a fortune five hundred company or the CEO of a mom and pop operation.

Contents of the book:

- Chapter 1 – Why Become A CEO
- Chapter 2 – 22 Tips for Being CEO
- Chapter 3 – Handling Stress as a CEO

BOOK #4: Get Super Focused: 30 Proven Tips To Help You Stay Super Focused and Get Better Results At Your Work

We go through our daily lives, day dreaming, wishing our days away, while nervously watching our tasks and jobs build up. We're stuck in this never ending cycle of playing catchup, losing concentration and focus, and playing catchup again. Racing to reach our deadlines, and reaching nothing but dead ends. Feeling sleepy and just plain bored on a regular basis when we've got something important to do is more common than actually getting things done for most of us, and procrastination is king for most if not all of us for several hours a day.

Contents of the book:

- Chapter 1 – Environment
- Chapter 2 –Preparation
- Chapter 3- Distractions
- Chapter 4 – Organization
- Chapter 5 – Phone Apps

Getting Your FREE Bonus

Download this book, and find "**BONUS: Your FREE Gift**" chapter right after the introduction or after the conclusion.

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Lisa Yates:

In this 21st one hundred year, people become competitive in most way. By being competitive right now, people have do something to make these survives, being in the middle of often the crowded place and notice through surrounding. One thing that sometimes many people have underestimated the idea for a while is reading. Yes, by reading a reserve your ability to survive raise then having chance to stand than other is high. In your case who want to start reading any book, we give you this specific Onenote Box Set: 20 Effective Lessons On How To Use Onenote, 22 Tips On How To CEO Yourself And 30 Tips On How To Get Focused And Get Better Results At ... How To Use Onenote, onenote for dummies) book as basic and daily reading guide. Why, because this book is usually more than just a book.

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