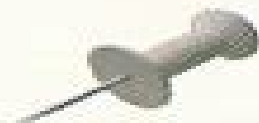




ORGANIZE YOUR OFFICE!



SIMPLE ROUTINES



FOR MANAGING



YOUR WORKSPACE

RONNI EISENBERG with **KATE KELLY**

authors of **ORGANIZE YOURSELF!**

REVISED AND
UPDATED

Organize Your Office Revised Routines For Managing Your Workspace

Richard Worth



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