



Online kursus – k90695

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# Improving Your Personal Productivity

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Improving Your Personal Productivity  
[www.teknologisk.dk/k90695](http://www.teknologisk.dk/k90695)

Title	Estimated Duration (hrs)
Organize Your Physical and Digital Workspace	0,45
Avoid Procrastination by Getting Organized Instead	0,37
Maximize Your Productivity by Managing Time and Tasks	0,35
Achieve Productivity in Your Personal Life	0,32