



## Unclutter Your Mind: 500 Ways to Focus on What's Important

*Donna Smallin*

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A calm, uncluttered mind is the best defense against the stresses of contemporary life. Donna Smallin, who has already helped thousands of people organize their homes, now takes on the emotional and psychological clutter that can get in the way of living a balanced, rewarding life. A focused mind may be a tall order, but Smallin, with her special gift for seeing the quick solutions to all kinds of clutter, offers 500 quick tips and creative ideas to help busy people clear away unnecessary worries, daily stresses, and unproductive habits. In just a few minutes each day, anyone can reduce anxiety and find time for a simpler, more rewarding life.

Organized into two broad sections, Clear Out and Keep It Clear, Smallin's helpful tips inspire readers first to clear the daily mental clutter, then to keep the stress at bay and cultivate authentic joy. The quick solutions address such common problems as setting goals, regaining control, nurturing relationships, accepting mistakes, reducing debt, and organizing physical clutter. And, most importantly, every suggestion can be part of the busiest day. These days, when everybody is struggling to keep up with growing to-do lists, *The One-Minute Organizer to Unclutter Your Mind* offers real help for busy people seeking a brief respite from all the noise.



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