



18 Minutes: Find Your Focus, Master Distraction, and Get the Right Things Done

By Peter Bregman

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Based upon his weekly *Harvard Business Review* columns (which is one of the most popular columns on HBR.com, receiving hundreds of thousands of unique page views a month), **18 MINUTES** clearly shows how busy people can cut through all the daily clutter and distractions and find a way to focus on those key items which are truly the top priorities in our lives.

Bregman works from the premise that the best way to combat constant and distracting interruptions is to create productive distractions of one's own. Based upon a series of short bite-sized chapters, his approach allows us to safely navigate through the constant chatter of emails, text messages, phone calls, and endless meetings that prevent us from focusing our time on those things that are truly important to us.

Mixing first-person insights along with unique case studies, Bregman sprinkles his charming book with pathways which help guide us -- pathways that can get us on the right trail in 18 minutes or less.

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Editorial Review

Review

18 MINUTES is an intensely smart, insanely readable, and eminently practical guide to boosting our effectiveness and deepening our satisfaction. I've already benefited from the ideas in is book in my own work. So will you.

--Daniel H. Pink, author of Drive and A Whole New Mind

Pick this book up and read it. Bregman's wisdom, humility, and ability to tell a great story run through every page of this gem. 18 Minutes is the best blend of a business book and a self-help book I have ever read.

--Robert Sutton, Stanford University Professor and bestselling author of Good Boss, Bad Boss?

Feeling in control of your time is a key element of happiness. In the thoughtful, practical, and often funny 18 MINUTES, Peter Bregman explains how to make sure we have plenty of time to do the things that matter most to us -- so that our lives reflect our true values and priorities.

--Gretchen Rubin, bestselling author of The Happiness Project ?

About the Author

Peter Bregman is the CEO of Bregman Partners, a global management consultancy where he is the advisor to CEOs as well as to their top management teams on leadership and workplace issues. He is based in New York City.

Users Review

From reader reviews:

Martin Sanchez:

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Lucy Broussard:

The particular book 18 Minutes: Find Your Focus, Master Distraction, and Get the Right Things Done will bring one to the new experience of reading any book. The author style to spell out the idea is very unique.

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Susan Brooks:

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Dolores Albert:

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