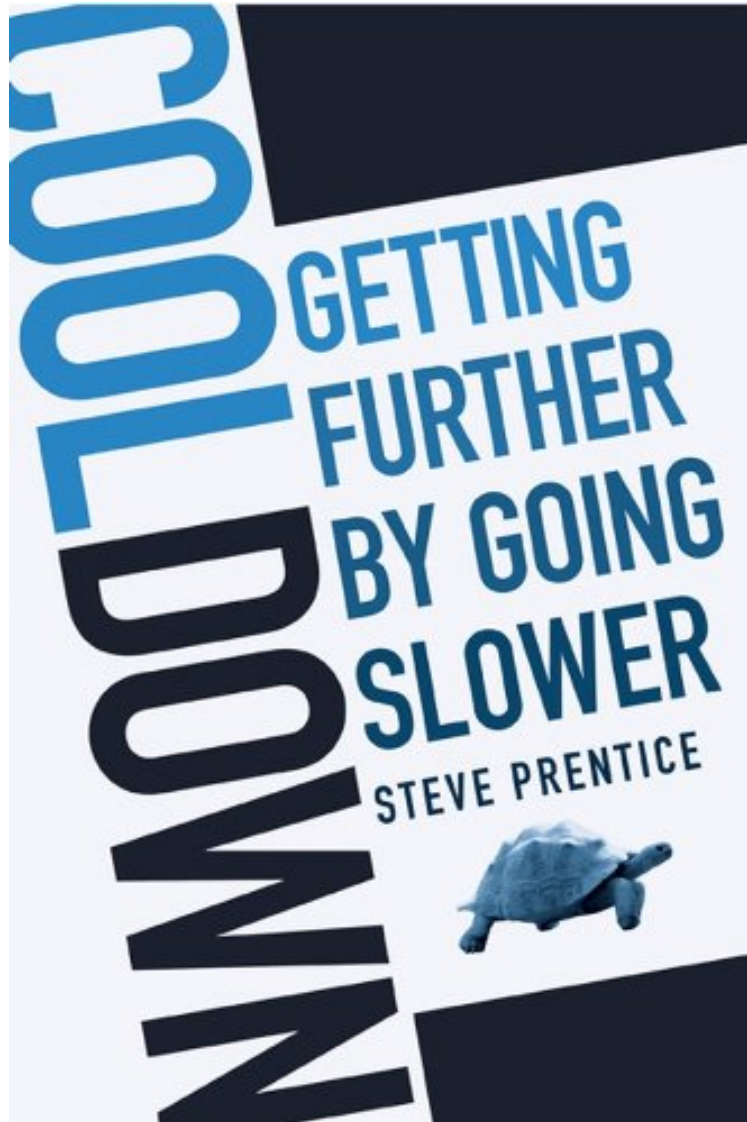


(Mobile book) Cool Down: Getting Further by Going Slower

## Cool Down: Getting Further by Going Slower

*Steve Prentice*

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**Steve Prentice : Cool Down: Getting Further by Going Slower** before purchasing it in order to gage whether or not it would be worth my time, and all praised Cool Down: Getting Further by Going Slower:

2 of 2 people found the following review helpful. Well worth your timeBy Dinah SandersThough it rails a bit over-dramatically against the risks costs of living a too-fast, over-connected lifestyle, the tips and suggested philosophical changes are good.Chapter 7 offers some particularly good observations on how you are perceived by others and how you can improve the impression you make.I recommend this one. Many of the points from it have lingered with me and it's a very good balance against some of the other "Go Go Go!!" forces in business writing these days.

Tap into the power that cool thinking generates—learn how going slower can actually help you get more done, faster. Before you check your wireless e-mail for the fourth time this hour, ask yourself, is this truly helping you get further ahead? Or is the pressure to address the immediate actually pushing you backwards? Cool Down takes a look at our innate and powerful addiction to high-speed activity, and shows how it is robbing us of the ability to think creatively and to connect with others (clients, colleagues, managers, and even family) just when we need to the most. Cool Down offers a provocative look at the value of slowing down in many aspects of our lives and demonstrates clearly that to get further ahead, faster, people do actually need to cool down. It's not about doing less; it's about achieving more by slowing down. Cool Down highlights the harmful effects of speed on productivity and reveals the value of slow in helping us to think clearly and prioritize more effectively. Cool Down is a fascinating look at the world of work, revealing how and why slow is the next tool of strategic advantage. Shows why and how to consciously step away from reactionism, pressure, and overload. Reveals the numerous ways in which cooling down will improve your potential and abilities—intellectually, emotionally, and creatively—making you more productive by going slower. Contains practical advice that will help you apply cool techniques to real-world situations: at work, on the road, and at home. Explains how to improve communication with your boss, your colleagues, and your family. Features lots of examples, practical tips, to-dos, and concepts that are memorable and easy to apply. Each end-of-chapter summary includes "Key Points to Take Away" and assessment questions to help you honestly observe and change your current habits. A complete approach to managing the pressures of life in a fast-paced world, Cool Down allows you to slow down so you can get ahead—and stay there.

From the Back Cover Tap into the power that cool thinking generates—learn how going slower can actually help you get more done, faster. Before you check your wireless e-mail for the fourth time this hour, ask yourself, is this truly helping you get further ahead? Or is the pressure to address the immediate actually pushing you backwards? Cool Down takes a look at our innate and powerful addiction to high-speed activity, and shows how it is robbing us of the ability to think creatively and to connect with others (clients, colleagues, managers, and even family) just when we need to the most. Cool Down offers a provocative look at the value of slowing down in many aspects of our lives and demonstrates clearly that to get further ahead, faster, people do actually need to cool down. It's not about doing less; it's about achieving more by slowing down. Cool Down highlights the harmful effects of speed on productivity and reveals the value of slow in helping us to think clearly and prioritize more effectively. Cool Down is a fascinating look at the world of work, revealing how and why slow is the next tool of strategic advantage. Shows why and how to consciously step away from reactionism, pressure, and overload. Reveals the numerous ways in which cooling down will improve your potential and abilities—intellectually, emotionally, and creatively—making you more productive by going slower. Contains practical advice that will help you apply cool techniques to real-world situations: at work, on the road, and at home. Explains how to improve communication with your boss, your colleagues, and your family. Features lots of examples, practical tips, to-dos, and concepts that are memorable and easy to apply. Each end-of-chapter summary includes "Key Points to Take Away" and assessment questions to help you honestly observe and change your current habits. A complete approach to managing the pressures of life in a fast-paced world, Cool Down allows you to slow down so you can get ahead—and stay there.

About the Author Steve Prentice is president of Bristall Morgan Inc., a professional education firm with offices in Toronto and New York City, which specializes in reinstating productivity and profitability where distraction and overload currently reign. His first book is entitled *Cool Time: A Hands-on Plan for Managing Work and Balancing Time* and is published by John Wiley and Sons (2005). He is a frequent media guest and is regularly called on for TV and radio interviews to discuss issues dealing with stress, overload, and workplace technology.