



# Summary : Ready For Anything - David Allen: 52 Productivity Principles For Work & Life

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**Complete summary of David Allen's book: "Ready for Anything: 52 Productivity Principles for Work & Life".**

This summary of the ideas from David Allen's book "Ready for Anything" explains that maximum productivity means making something good happen with the minimum effort possible. Also, since things don't always go according to plan, improving productivity means being more flexible and able to deal effectively with any barriers which may appear. In his book, the author states that to become more productive, you should focus on four major areas: completion, focus, structure and action. This summary provides readers with the 52 principles that they can live by in order to focus on these areas and boost personal productivity.

### **Added-value of this summary:**

- Save time
- Understand key concepts
- Expand your knowledge

**To learn more, read "Ready for Anything" and discover the key to getting more done with less effort by boosting your productivity and effectiveness.**

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