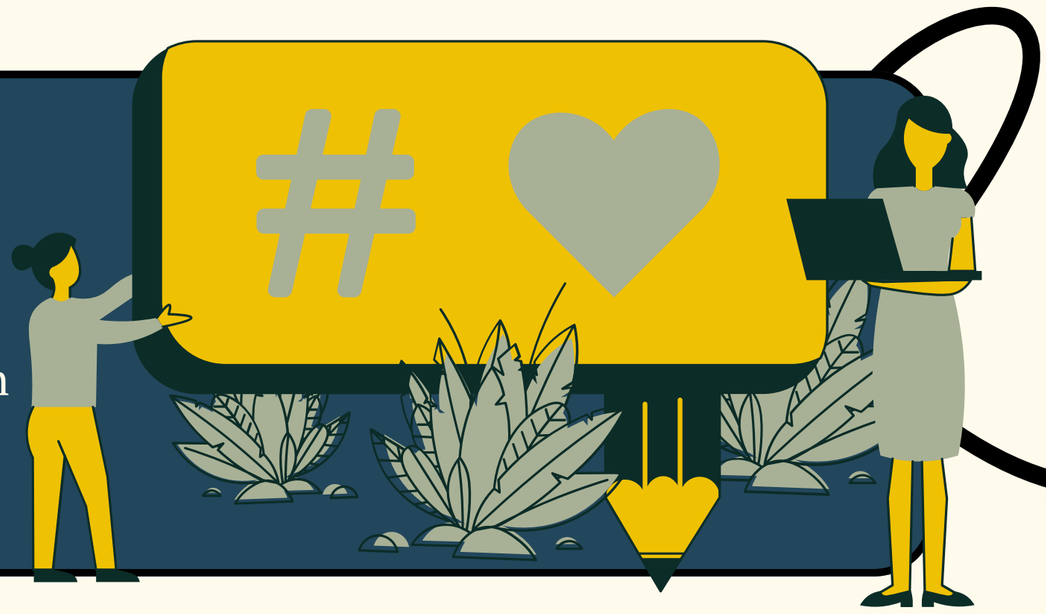
Daily Time Wasters:

Things to Avoid

Excessive Social Media Usage

Spending too much time scrolling through social media feeds can be a significant time drain.



Multitasking

Contrary to popular belief, multitasking can be counterproductive. Dividing your attention between multiple tasks can reduce focus and productivity, leading to time wasted on incomplete or poorly executed work.

Procrastination

Delaying tasks and putting off important responsibilities can lead to wasted time. Procrastination often results in rushed work or missed deadlines, causing unnecessary stress and inefficiency.

Excessive Meetings & Unproductive Discussions

Meetings that lack clear agendas or stretch longer than necessary can consume a significant portion of your day. Similarly, engaging in unproductive discussions or gossip can be a time sink.

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