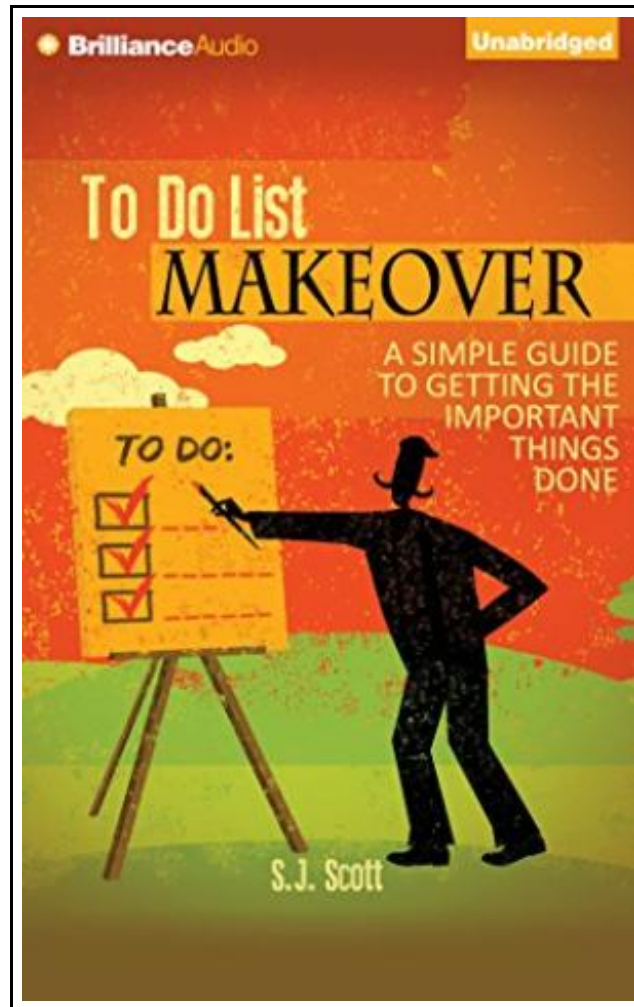


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TO-DO LIST MAKEOVER: A SIMPLE GUIDE TO GETTING THE IMPORTANT THINGS DONE



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