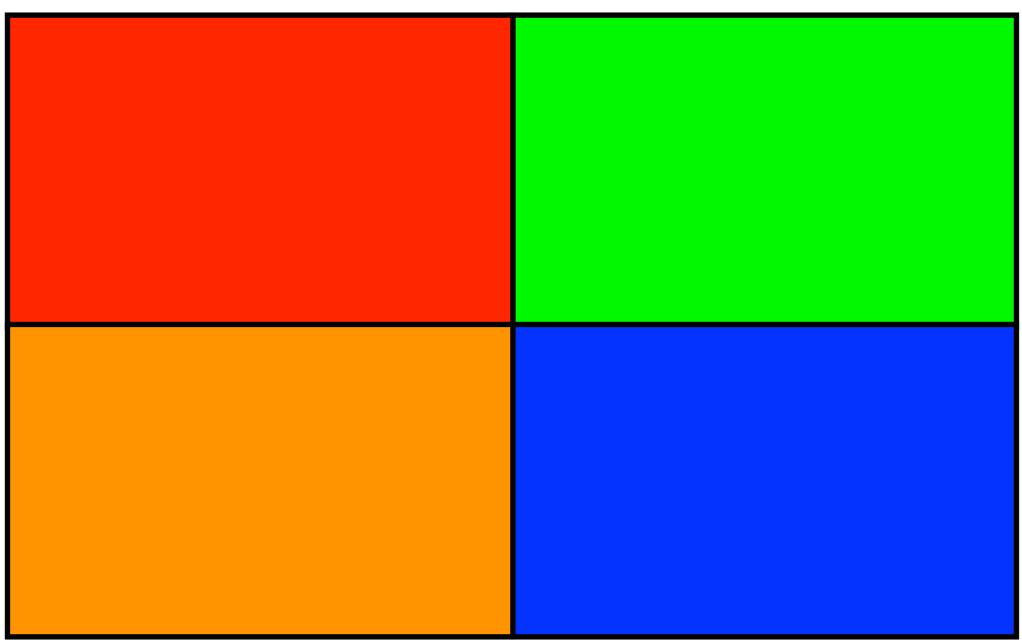
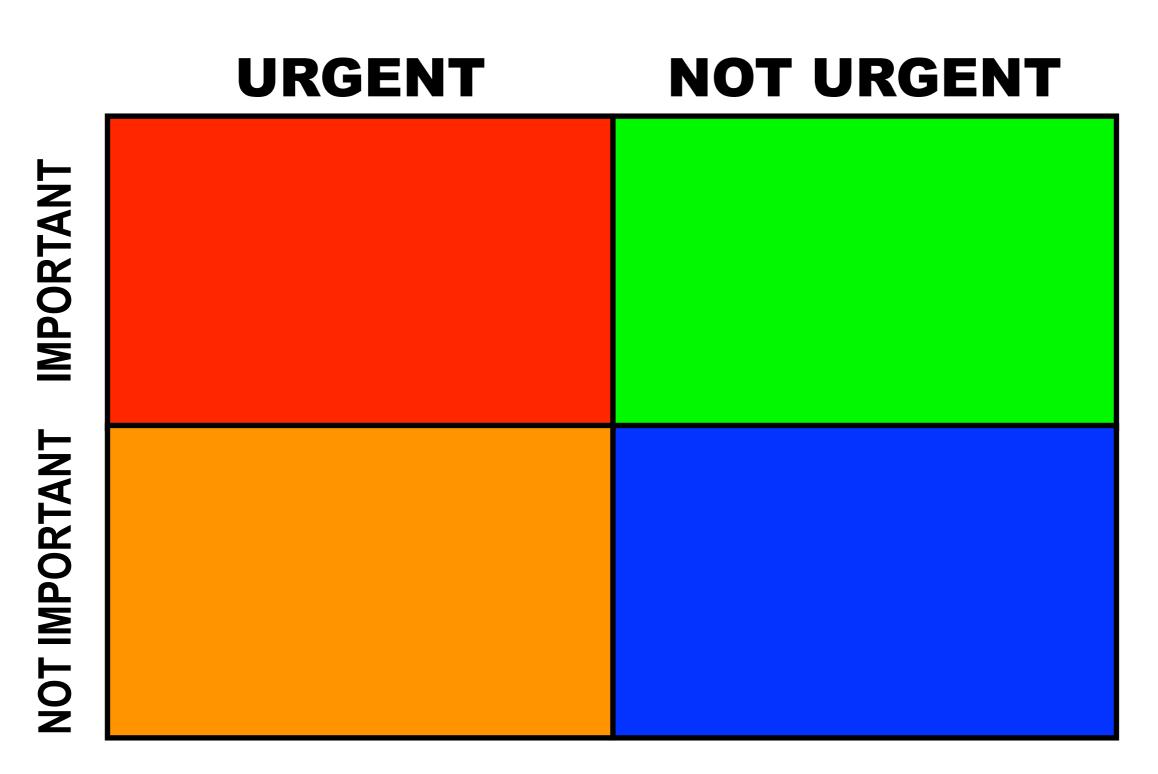


Put 1st Things 1st

URGENT NOT URGENT





Put 1st Things 1st

URGENT

NOT URGENT

IMPORTANT NOT IMPORTANT

Quadrant 1 **Urgent & Important**

Put 1st Things 1st

URGENT

NOT URGENT

Quadrant 1
Urgent &
Important

Quadrant 2
Not Urgent
but Important

IMPORTANT NOT IMPORTANT

Put 1st Things 1st

URGENT

NOT URGENT

Quadrant 1
Urgent &

Important

Quadrant 2
Not Urgent
but Important

Quadrant 3
Urgent but
Not Important

IMPORTANT NOT IMPORTANT

Put 1st Things 1st

URGENT

NOT URGENT

Quadrant 1
Urgent &
Important

Quadrant 2
Not Urgent
but Important

Quadrant 3
Urgent but
Not Important

Quadrant 4
Not Urgent &
Not Important

IMPORTANT

NOT IMPORTANT

Put 1st Things 1st

URGENT

NOT URGENT

Quadrant Quadrant Quadrant Quadrant

IMPORTANT

NOT IMPORTANT