



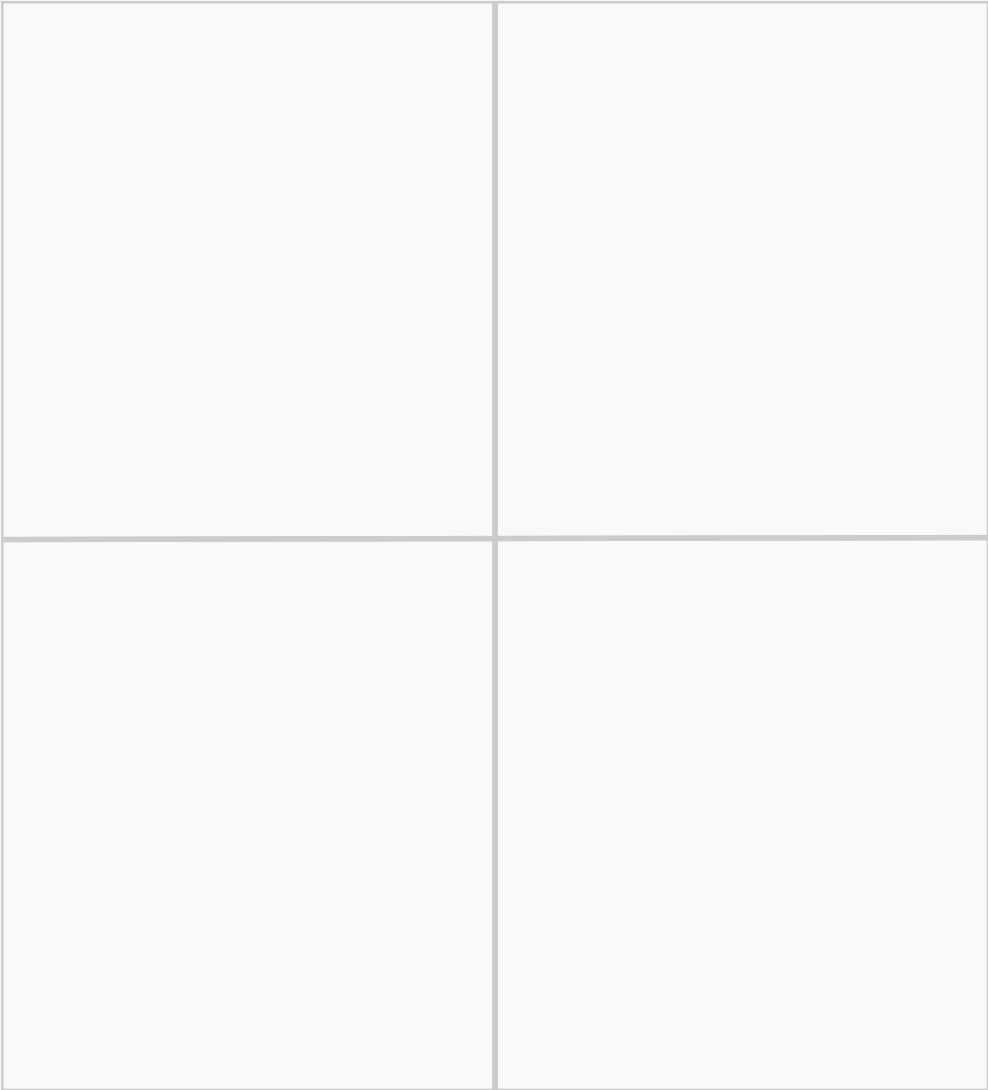
**Prioritization
Matrices**

Usage

High-impact and low-effort are quick wins. High-effort and high-impact are projects.
Low impact and high effort makes no sense. High-effort and low impact also makes very little sense

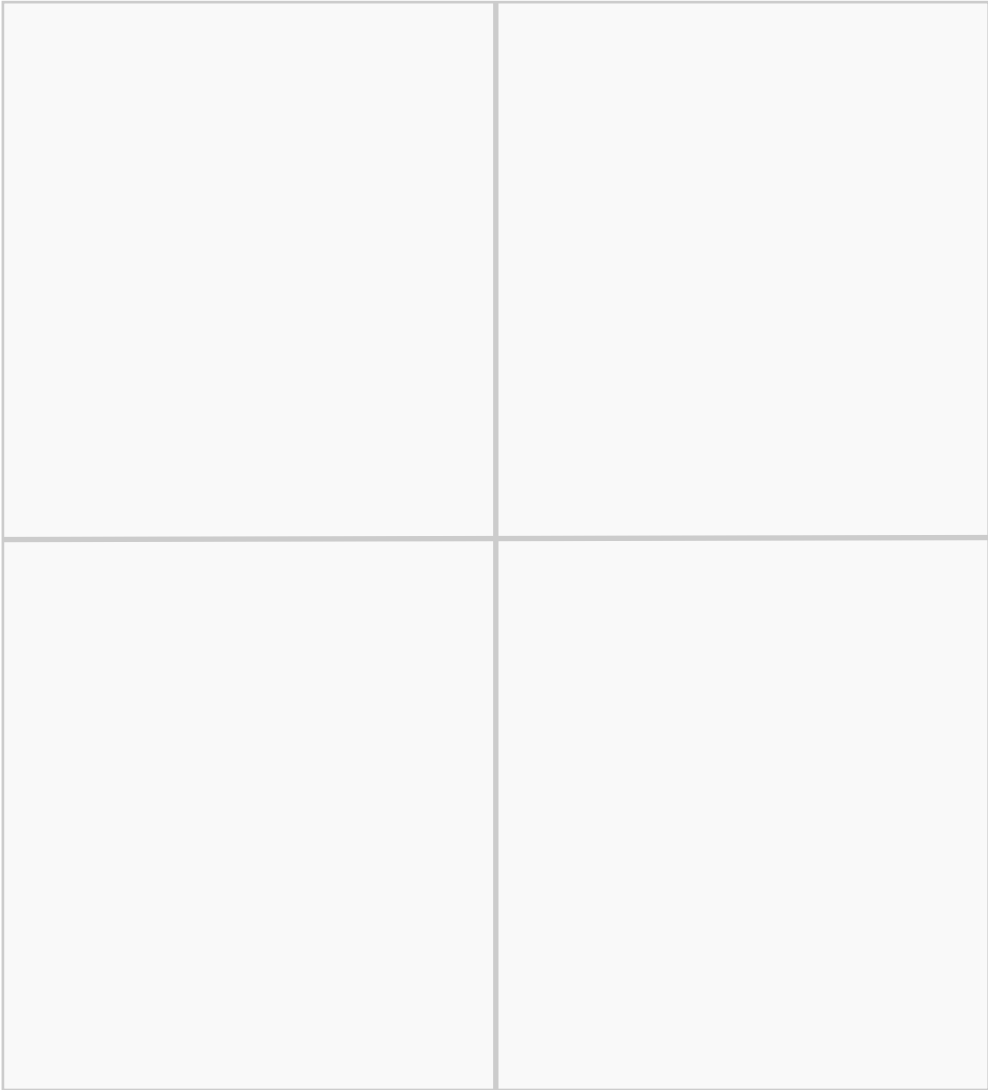
High urgency and high importance should be top priority. High urgency but not important can often wait.
Important but not urgent ist to be scheduled. Not urgent and not important should be deleted.

Effort



Impact

Urgency



Impact