

Sample "Priority" Quadrants

<i>important</i>	I Important Urgent 1. _____ 2. _____ 3. _____	II Important Not Urgent 1. _____ 2. _____ 3. _____
	III Not Important Urgent 1. _____ 2. _____ 3. _____	IV Not Important Not Urgent 1. _____ 2. _____ 3. _____
<i>not important</i>		

<i>important</i>	I Important Urgent 1. _____ 2. _____ 3. _____	II Important Not Urgent 1. _____ 2. _____ 3. _____
	III Not Important Urgent 1. _____ 2. _____ 3. _____	IV Not Important Not Urgent 1. _____ 2. _____ 3. _____
<i>not important</i>		

<i>important</i>	I Important Urgent 1. _____ 2. _____ 3. _____	II Important Not Urgent 1. _____ 2. _____ 3. _____
	III Not Important Urgent 1. _____ 2. _____ 3. _____	IV Not Important Not Urgent 1. _____ 2. _____ 3. _____
<i>not important</i>		