

	urgent	not urgent
important	_____ _____ _____ _____	_____ _____ _____ _____
not important	_____ _____ _____ _____	_____ _____ _____ _____

	urgent	not urgent
important	_____ _____ _____ _____	_____ _____ _____ _____
not important	_____ _____ _____ _____	_____ _____ _____ _____

	urgent	not urgent
important	_____ _____ _____ _____	_____ _____ _____ _____
not important	_____ _____ _____ _____	_____ _____ _____ _____

	urgent	not urgent
important	_____ _____ _____ _____	_____ _____ _____ _____
not important	_____ _____ _____ _____	_____ _____ _____ _____

Do I set the right priorities?

Keep track of what you have done 4 times a day.

Stel ik de juiste prioriteiten?

Hou 4 keer per dag bij wat je hebt gedaan.