



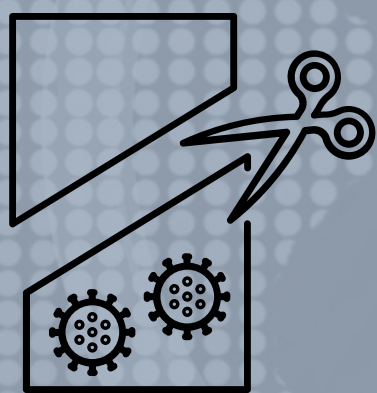
Priorities Management in 5 Steps



- 1. Identify Key Goals:**
Determine what goals are most important and impactful

2.

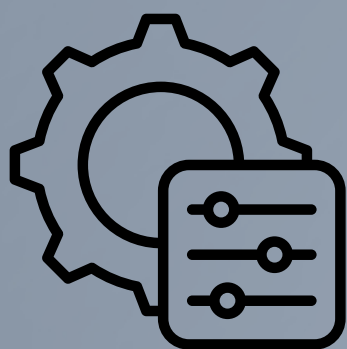
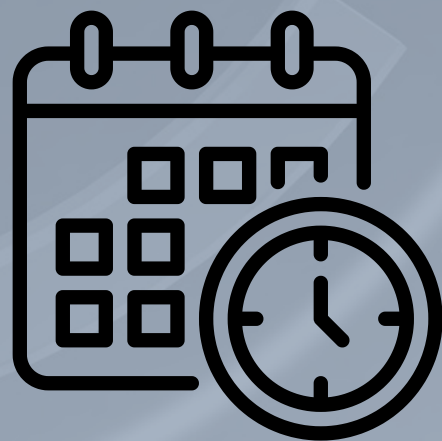
- Assess Task Urgency:**
Evaluate your tasks based on their urgency for key goal alignment



- 3. Non-Essential Tasks:**
Eliminate tasks that do not contribute to your main objectives

4.

- Plan and Schedule:**
Create a structured plan and schedule your tasks



- 5. Review Regularly:**
Continuously assess your progress and adjust priorities