

Prioritize with the Eisenhower Matrix

President Dwight D. Eisenhower was a famous practitioner of applying a disciplined prioritization method to his life. He developed a keen sense for understanding the implications of importance versus urgency, and our bias to attend to [perceived] urgent affairs.

Use the Eisenhower Matrix to identify normal sets of tasks, responsibilities, and actions you need to accomplish in the appropriate context (work, life, else?).

