IMPORTANT / URGENT MANAGE ZOOMING IN *TOO MUCH TIME HERE WILL LEAD TO BURN OUT*	**IMPORTANT / NOT URGENT** FOCUS & VALUE ZOOMING OUT *CAN YOU EVER SPEND TO MUCH TIME IN THE ZONE?*
NOT IMPORTANT / URGENT AVOID DELEGATE *TOO MUCH TIME HERE WILL LEAD TO FRUSTRATION*	**NOT IMPORTANT / NOT URGENT** LIMIT *TOO MUCH TIME HERE WILL LEAD TO NOTHING GETTING DONE*