

# Tyranny of the Urgent

	<b>Urgent</b>	<b>Not Urgent</b>
<b>Important</b>	<b>I Crisis 25 – 30%</b>	<b>II Quality 15%</b>
<b>Not Important</b>	<b>III Deception 50 – 60%</b>	<b>IV Waste 2 – 3%</b>