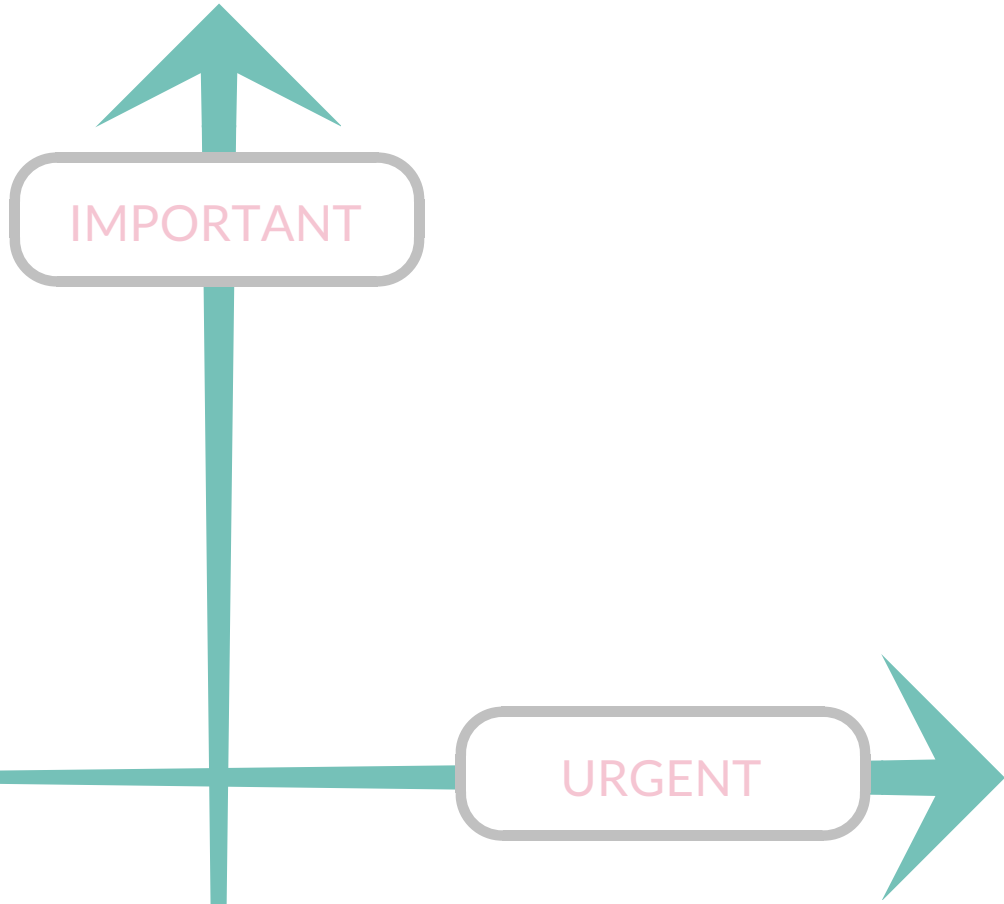


# Putting First Things First

Categorize all of your responsibilities based on whether or not they are important or urgent.  
Do you need to reevaluate your priorities?



*Learn More*

Check out The 7 Habits Of Highly Effective People [HERE](#)

