

DELEGATION MATRIX

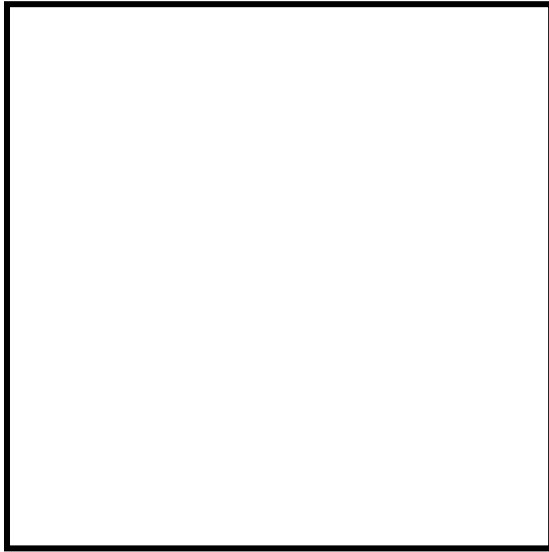
What can you delegate out? What is a good use of your time, versus, something that someone else could complete?

WHO HAS THE ABILITY AND CAPACITY?

only me

my executive assistant

high impact



BUSINESS IMPACT

low impact

