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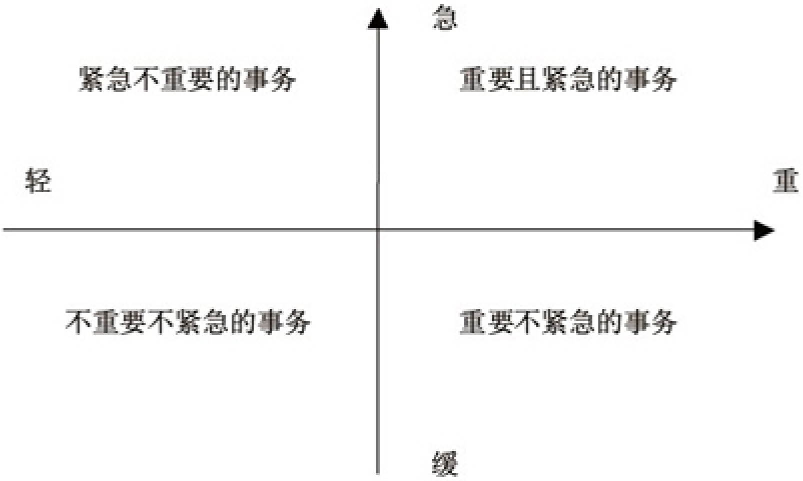
急
紧急不重要的事务
重要且紧急的事务
轻
重
不重要不紧急的事务
重要不紧急的事务
缓

时间管理坐标体系

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Revision #1
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