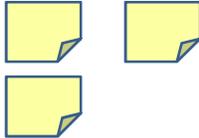


PERSONAL KANBAN BOARD #1

Nature of demand

Smaller, random occurrence

Larger, 1 week or greater. Sometimes predictable occurrence.

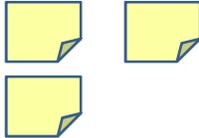
<p>Tasks</p> 	<p>In work [3]</p> 	<p>Done!</p> 
<p>Projects</p> 	<p>In work [1]</p> 	<p>Done!</p>
<p>Policy</p>		
<p>Stakeholders can insert and reprioritise work in BL. Top is highest prio.</p>	<p>I start new work only when there is a free slot. Then, I pick the highest prio first</p>	<p>1/week - clear area and note how many items done. Celebrate :)</p>

PERSONAL KANBAN BOARD #2

Nature of demand

Easy to get started with.

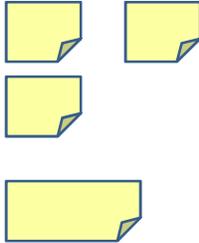
Requires context switch. or threshold to be passed. Like doing a sales call, devise a plan or learn newtechnology.

<p>Easy</p> 	<p>In work [3]</p> 	<p>Done!</p> 
<p>Threshold</p> 	<p>In work [1]</p> 	<p>Done!</p>
<p>Policy</p> <p>Stakeholders can insert and reprioritise work in BL. Top is highest prio.</p>	<p>I start new work only when there is a free slot. Then, I pick the highest prio first</p>	<p>1/week - clear area and note how many items done. Celebrate :)</p>

PERSONAL KANBAN BOARD #3

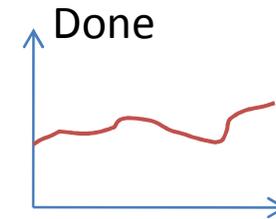
Nature of demand

Homogeneous

<p>Queue</p> 	<p>In work [4]</p> 	<p>Done!</p> 
<p>Policy</p> <p>Stakeholders can insert and reprioritise work in BL. Top is highest prio.</p>	<p>I start new work only when there is a free slot. Then, I pick the highest prio first</p>	<p>1/week - clear area and note how many items done. Celebrate :)</p>

My history

	w40	w41	w42	w43	w44
Tasks done	4	5	3	4	
Projects done	0	1	0	1	



Why can it be useful?

- Constant reprioritisation of unfinished work
- Need ability to balance long term and short term work

"It helps me focus"



Manager