

**Plus Delta** 1.) Look back to your Brainstorming tool and copy your first "if we" idea by highlighting it, right-clicking and selecting Copy, or using **Instructions** "Ctrl + C" 2.) Paste the idea by right-clicking into the appropriate quadrant below and selecting Paste, or using the "Ctrl + V" command 3) Return to your Brainstorming tool and repeat this process for all ideas

**Process Name:**

**Date:**

**High Impact/Low Effort (Quick Win)**

- [Add ideas here]

**High Effort/High Impact (Project)**

- [Add ideas here]

**Low Impact/Low Effort (Low Hanging Fruit)**

- [Add ideas here]

**High Effort/Low Impact (Revisit)**

- [Add ideas here]

**IMPACT/EFFORT**

Low Effort

High Effort

High Impact

Low Impact