

# Four Field Matrix

## Definition:

- An effective model for planning, organizing and making decisions.
- A two-dimensional chart that consists of four equal-sized quadrants, each describes different aspects of information.

## Benefits:

- Helps you organize your ideas or information in a logical manner that makes sense.

## How to construct:

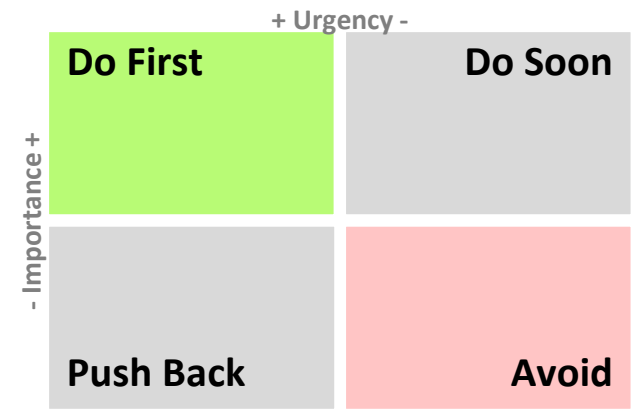
- Think about and decide what you really want.
- Determine the type of matrix appropriate for your situation.
- Determine the two most important characteristics to place on the X and Y axes.
- Draw the matrix and identify the four quadrants.
- Sort your ideas and information in the appropriate quadrants of the matrix.

## Applications:

- To prioritize work and personal activities based on the Eisenhower method – *importance urgency matrix*.
- To evaluate the strategic position of an organization – *SWOT matrix*.
- To classify stakeholders according to the power they hold and how likely they are to be interested in a project – *power interest matrix*.
- To select the projects that will have the greatest impact with the least amount of money, time or effort – *project prioritization matrix*.
- To select the methodology for problem solving and process improvement – *project methodology matrix*.



SWOT Matrix



Eisenhower Matrix

Complex problems can be broken down into easier to handle groups by considering the two most important characteristics (represented on the X and Y axes)