

Big 3: Priorities Canvas

Three priorities. One accountable person each. One verifiable state at the end of the quarter.
Filled in with the full leadership team in 25 minutes. The six questions on the back come first.

TEAM	QUARTER	DATE
1 Priority one PRIORITY What are we really working on this quarter? OWNER Exactly one person. Not a team. DEFINITION OF DONE A state, not an intention.	2 Priority two PRIORITY What are we really working on this quarter? OWNER Exactly one person. Not a team. DEFINITION OF DONE A state, not an intention.	3 Priority three PRIORITY What are we really working on this quarter? OWNER Exactly one person. Not a team. DEFINITION OF DONE A state, not an intention.

05 MIN

Silent list

Everyone writes their own top three separately. No discussion.

10 MIN

Sorting

Merge the lists. Anything named more than once moves up.

05 MIN

Owner choice

Exactly one accountable person per priority.

05 MIN

Definition of Done

What counts as achieved at the end of the quarter?

Strategy is deciding what you no longer do. Three priorities force that decision. Five let you keep everything and postpone the choice, and that is where the execution gap starts.

Six questions, before you start

The workshop lead asks these six questions before the first column is filled in. They take ten minutes and decide whether the next 25 hold.

1 Last quarter

What from the last Big 3 list is still open today, and why exactly?

2 Stopping

What stops when these three start?

If no answer comes, these are not priorities but wishes.

3 Direction

Does everyone in the room know the direction we are selecting within?

This canvas sharpens a strategy. It does not replace one.

4 Veto right

Who can overturn these three without sitting in the room today? And separately: who **has** that right, and who **takes** it without anyone objecting?

The second half of the question is the more important one. A tolerated veto appears on no org chart and overturns the quarter anyway.

5 Capacity

How much time does the owner really have next quarter for this priority, alongside the day-to-day?

6 Recognisability

How would an outsider see at the end of the quarter that it is achieved, without asking us?

The first step is deliberately silent. Start with discussion and the room follows whoever speaks first, so the canvas measures rank rather than judgement.