**Complexity vs Frequency Template**

Remember the first step is to rank all of your processes against each other in terms of Complexity and Frequency (1 being the most complex/frequent). You can use the following tables:

|  |
| --- |
| Complexity |
| 1. |
| 2. |
| 3. |
| 4. |
| 5. |
| 6. |
| 7. |
| 8. |
| 9. |
| 10. |

|  |
| --- |
| Frequency |
| 1. |
| 2. |
| 3. |
| 4. |
| 5. |
| 6. |
| 7. |
| 8. |
| 9. |
| 10. |

Now that you have ranked your processes you can plot them on the matrix below.

10

#

9

Low

8

7

6

Complexity

5

4

3

High

2

1

High

Low

2

3

4

5

6

7

8

9

10

1

Frequency

Low

Hi