

# Managing up: What to do when your manager is giving you too much work? - Shorts from Shreyas

0 MIN · YOUTUBE · [HTTPS://YOUTU.BE/XP-093IRDWU](https://youtu.be/XP-093IRDWU)  
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## SUMMARY

*In this discussion, the speaker emphasizes the importance of establishing a clear stack rank of monthly priorities during one-on-one meetings with managers. This approach helps manage new tasks more effectively by integrating them into an existing framework rather than viewing them as binary decisions.*

- *Create a monthly stack rank of priorities to discuss with your manager.*
- *Present 6-10 prioritized tasks to facilitate clear communication.*
- *Use the stack rank to assess and integrate new requests from managers or cross-functional teams.*
- *Shift the focus from binary decision-making (to do or not to do) to prioritization within the existing task list.*
- *This method enhances clarity and helps manage workload more effectively.*

what I've found is that basically in the one-on-one dock with your manager you should have a clear kind of monthly priorities then you can list six seven eight nine ten when you tell your manager like once a month this is my stack rank do you have any input on this okay now it becomes much easier to handle new asks because what you need to ask your manager when he or she asks you for a new thing is work with me to fit

this in the stack rank right you see a stack rank avoids like binary thinking it's not about whether or not to do this task it's about where to stack this task in the stack rank this is the same principle we apply when we get product requests from other teams right or from cross-functional teams and so on right like we have some prioritization some stack rank do the same for your own tasks