#### Actionable Items

An actionable item or action item refers to a task or action that needs to be performed by an individual or a team. You can understand it as a 'to-do list'.

#### Baked in

If something is baked in, it is already included. This is commonly used for factors or elements 'baked in' or included in a financial or business model or roadmap.

## Jump the Shark

Jumping the shark is a negative term that is used to describe that a brand is no longer preferred by consumers. Alternatively, it also suggests that its popularity has caused its quality to deteriorate.

## Make Hay While the Sun Shines

This phrase means to take maximum advantage of a situation, or exploit an opportunity.

# One-Pager

Providing a one-pager refers to creating a summary or pointers of a report or plan in a single page