Mobile Applications and Time Management

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As students transition to college, they are faced with many changes. Not only do they have new freedoms, they also have new responsibilities. Most Disability Service Professionals (DSP) agree that time management is extremely helpful. This presentation will take a deeper look at some time management and organization applications for mobile devices and provide resources DSP can use with students.
Objectives

Participants will learn

- Definition of an app
- Benefits for apps in educational environment
- Some of the benefits and features of specific applications
App Definition

- Short for application
- It is a small stand-alone program
- It can be utilized in the mobile environment or traditional computer systems
Educational Benefits

- Everything is backed up
- You can stay connected from anywhere*
- May allow for real time interaction despite physical separation
- Relatively easy to use
- Multi-modal
Educational Concerns

- You can stay connected from anywhere*
- Expense
- Ease of gaming
- Available training and support
- Accessibility
Let's look at some Apps
Schedule Planner
Schedule Planner

- Company website:
  - http://scheduleplannerapp.com/

- Platforms:
  - iPhone, iPad, Android, Kindle

- Cost:
  - Free Version
  - Pro Version - $6.99
Schedule Planner’s Positive Features

Free Version

- Tracks Planned versus Actual time spent
- Creates charts to see how time spent
- Can color code tasks
- Multiple calendar views
- Works off line
Schedule Planner’s Positive Features

Pro Version additions ($6.99)
- Move and duplicate tasks
- Reassign categories in edit mode
- Repeating task feature
- Full-featured list of categories
- Alerts and notifications
- Google Calendar and iCal integration
- Automated data backup
Schedule Planner’s Screens

Map out your tasks and keep track of them via intuitive “Planned” vs “Actual” activity tabs.

<table>
<thead>
<tr>
<th>Tasks</th>
<th>Planned</th>
<th>Actual</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting with John</td>
<td>01:00</td>
<td>01:30</td>
</tr>
<tr>
<td>Work</td>
<td>10:00</td>
<td>10:00</td>
</tr>
<tr>
<td></td>
<td>11:00</td>
<td>11:30</td>
</tr>
<tr>
<td>Weekly status review</td>
<td>01:00</td>
<td>01:00</td>
</tr>
<tr>
<td>Calendars</td>
<td>14:00</td>
<td>14:00</td>
</tr>
<tr>
<td></td>
<td>15:00</td>
<td>15:00</td>
</tr>
<tr>
<td>Keynote</td>
<td>01:00</td>
<td>00:50</td>
</tr>
<tr>
<td>Work</td>
<td>11:30</td>
<td>11:30</td>
</tr>
<tr>
<td></td>
<td>12:30</td>
<td>12:20</td>
</tr>
<tr>
<td>Analysis of new marketing strategy</td>
<td>01:55</td>
<td>01:40</td>
</tr>
<tr>
<td>Other</td>
<td>11:00</td>
<td>11:00</td>
</tr>
<tr>
<td></td>
<td>12:55</td>
<td>12:40</td>
</tr>
<tr>
<td>Daily workout</td>
<td>01:00</td>
<td>00:50</td>
</tr>
<tr>
<td>Health</td>
<td>18:00</td>
<td>18:00</td>
</tr>
<tr>
<td></td>
<td>19:00</td>
<td>18:50</td>
</tr>
<tr>
<td>Verbling</td>
<td>00:45</td>
<td></td>
</tr>
<tr>
<td>Education</td>
<td>20:50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>21:35</td>
<td></td>
</tr>
</tbody>
</table>
Schedule Planner’s Screens

Track the differences between what you’ve planned and what you’ve gotten done using Charts.

![Pie charts comparing planned and actual data for Work]
My Homework
My Homework

- Company website:
  - https://myhomeworkapp.com/?r=itunes
- Platforms:
  - iPhone, iPad, Android, Kindle, Windows 8, Web
- Cost:
  - Free Version
  - My Homework Account (ad free version $1.99/year)
My Homework Positive Features

- Can enter by semester schedule (e.g. MWF, TTH, etc.)
- Works off line
- Multiple views (all, today, tomorrow)
- Can sync across multiple devices (account required)
- Tracks homework, tests, projects and lessons
- Has reminders for assignments
My Homework Screen Shot 1
My Homework Screen Shot 2
Toggl Timer
**Toggl Timer**

- **Company website:**
  - [https://www.toggl.com/](https://www.toggl.com/)

- **Platforms:**
  - iPhone, iPad, Android, Web Desktop

- **Cost:**
  - Free Version
  - Full Feature ($5/month)
Toggl Timer Positive Features

- Works off line
- Tracks time

*Note reviews not promising
Toggl Timer Screen Shot (1)
Toggl Timer Screen Shot (2)
Student Time Tracker
Student Time Tracker

- Company website:
- Platforms:
  - iPhone, iPad
- Cost:
  - Full Version ($0.99)
Student Time Tracker Features

- Track the time spent on each course
- Really see your study patterns on gorgeous charts
- Record important events and milestones
- Keep track of deadlines and task progress
- Use Tags to navigate and organize your data, and quickly identify items in lists
- Searchable lists - pull down to search
- Timer to track your time - the timer keeps running even if you switch to another app
- Notifications to fill in your timesheet or when you have overdue tasks!
- Comes with data sample!
Student Time Tracker
Student Time Tracker
InClass
InClass

- Company website:
- Platforms:
  - iPhone, iPad
- Cost:
  - Free
InClass Features

- Task Reminder
- Notebooks for each class - take notes, add video, audio or photo notes!
- Background recording
- Repetitive tasks
- Color Coding
- Can share notes
InClass Screen Shot
Evernote
Evernote

- Company website:
  - [http://evernote.com/](http://evernote.com/)
- Platforms:
  - “Evernote works with nearly every computer, phone and mobile device out there.”
- Cost:
  - Free
  - Premium ($5/month or $45/year)
Evernote Features Free

- Keep everything in sync across multiple devices
- Multiple Views
- Export to multiple places
- Multi-modal (pictures, audio, etc)
- Add tags
- Create and edit text notes, to-dos and task lists
- Search for text inside images
- Organize notes by notebooks and tags
- Share notes
Evernote Features Premium

- Increased upload size per month
- Offline notebooks
- PDF & document search
- Allows others to edit your notes
- Access to note history
- Larger files, bigger notes
- Faster image recognition
Evernote Screen Shot
Evernote Screen Shot
Evernote Screen Shot
Bonus Apps!

- **CamScanner** will turn your phone to document scanner, Fax, and PDF creator. You are able to digitize any paper documents by photo shooting. Simply take a picture of any paper documents such as receipts, whiteboards, notes, agreement and so forth, and CamScanner can auto-crop image, enhance image quality and create an industry standard PDF file. And the scanned documents can be shared via Email, faxed or printed via Internet, uploaded to cloud, and managed by tagging or searching. Works on various devices (iPhone, iPad, or Android). There is also a Pro Version.
Bonus Apps!

- SeizeTheDay is a simple and easy to use task manager that helps you organize and stay on top of your busy life. It has reminders which can be individuated or for the entire day. Developed for the iPhone and iPad.
Bonus Apps!

- If you misplace your iPhone, iPad, iPod touch, or Mac, the Find My iPhone app will let you use another iOS device to find it and protect your data. Simply install this free app on another iOS device, open it, and sign in with your Apple ID. Find My iPhone will help you locate your missing device on a map, play a sound, display a message, remotely lock your device, or erase all the data on it.
Questions