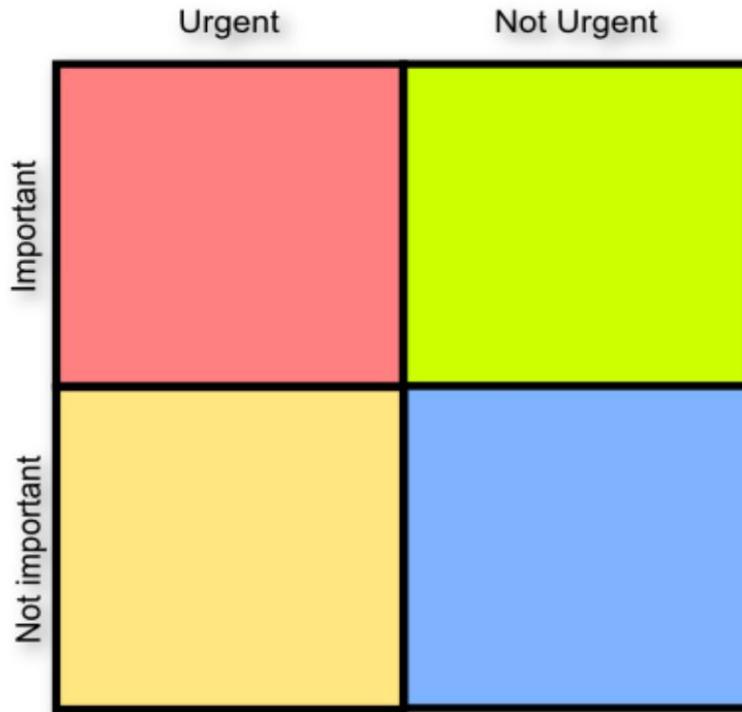
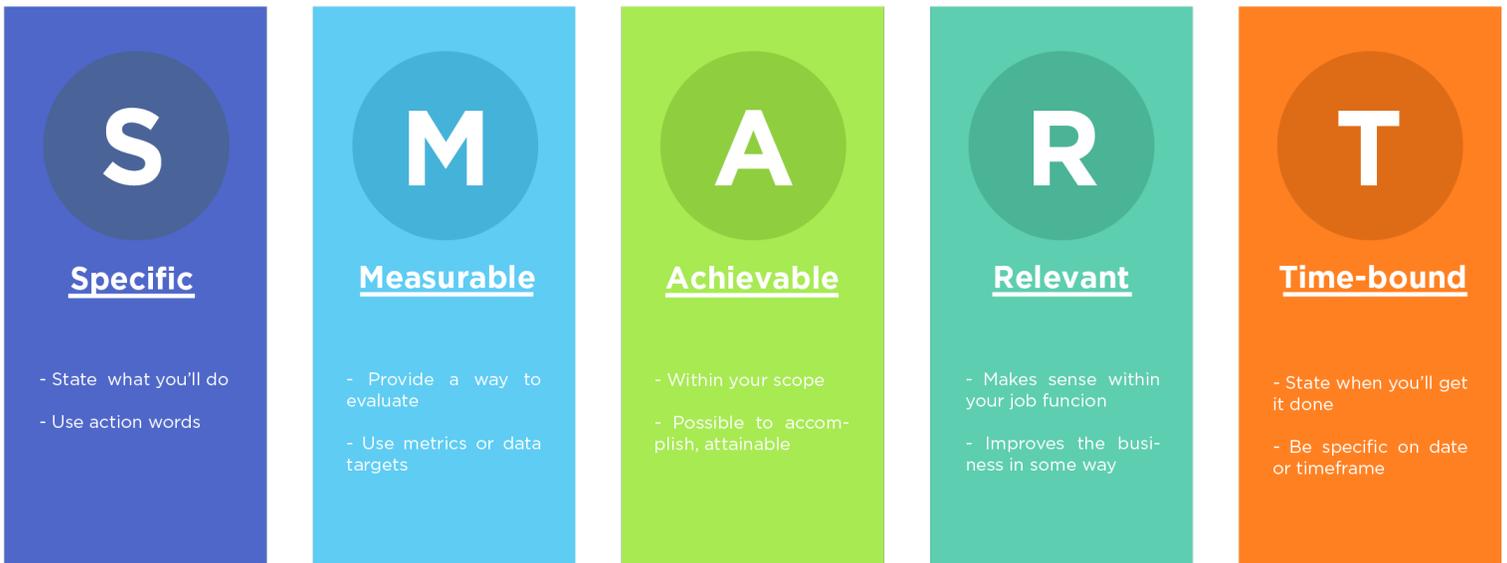


Urgent-Important Matrix



SMART Goals



The Unschedule

8am	MORNING ROUTINE	MORNING ROUTINE	
8:30	BREAKFAST	BREAKFAST	
9am	WORKOUT		
9:30		TENNIS	

Fiore, N. A. (2007). *The now habit: A strategic program for overcoming procrastination and enjoying guilt-free play*. Penguin.

Photo retrieved from www.njlifehacks.com/the-unschedule-procrastination

Pomodoro Technique

THE POMODORO TECHNIQUE



DECIDE
ON THE
TASK TO
BE DONE



SET THE
TIMER TO
25 MINUTES



WORK ON
THE TASK
UNTIL THE
TIMER RINGS



TAKE A
SHORT
5 MINUTE
BREAK



TAKE A
15-30
MINUTE
BREAK

Stress Management	Description	Cost	iOS / Android	Language Options
Pacifica 	This app is used to track daily activities by writing or audio. The app helps to recognize what's making you anxious or stressed so you can break the cycle.	Free	iPhone Android	English
Self-Help for Anxiety Management 	Helps to figure out what's making you anxious or stressed while suggesting ways to combat it. Covers information about anxiety and physical and mental relaxation techniques.	Free	iPhone Android	English
StressScan-Check your Stress 	Just place a finger over the camera for two minutes, and StressScan will analyze changes in your heart rate and scientifically measure the level of your mental and physical stress on a scale of 1 to 100. Stress is the root cause of many illnesses.	Free	iPhone Android	English Japanese Korean Thai

Goal Setting	Description	Cost	Platform	Language option
Strides: Habit Tracker 	This app focuses on personal goals. It lets you choose a habit you want to build and allows you to set numerical goals such like savings, or hours of reading	Free	iPhone Android	English
Productive-Habit Tracker 	You can add your habits or goals and track daily progress. The app comes with preset task like health, fitness, hobbies and more.	Free	iPhone	19 languages

<p>stickK - achieve your goals</p> 	<p>On signing up, you create a commitment contract with yourself and the app to reach your goals. You can even bet money on yourself. For added motivation, you can assign a friend or family member to check your data to ensure you're on your way to reaching your goals.</p> <p>The commitment contract idea could be a brilliant way to stay motivated.</p>	Free	iPhone Android	English
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Procrastination	Description	Cost	Platform	Language option
<p>Finish: the procrastinator's to-do list</p> 	<p>Combats procrastination by sorting scheduled tasks into short-term, mid-term and long-term. The app continues to bother you about a task until it is marked as completed.</p>	\$1.99	iPhone	English
<p>AppDetox</p> 	<p>Helps to reign in your mobile app usage by enforcing blockage rules for individual's apps.</p>	Free	Android	English
<p>Productive-Habit Tracker</p> 	<p>Productive is a free tool that helps you build a routine of life changing habits. Set personal goals, track your progress, and motivate yourself to achieve new heights.</p>	Free	iPhone Android	19 languages

HabitHub 	If you're not tracking your habits, you're missing out on a powerful motivation tool. HabitHub is a fantastic app that can track your habits, remind you to stay on top of them, and provide some great charts showing your progress.	\$4.99	Android	English
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