BALANCE

A TIME MANAGEMENT TOOL

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How do you spend your time?

- How long do you stay at school each week?

- How many hours do you sleep per day?

- How often do you hang out with friends?

Overall Problem

It's too hard to properly balance our time and achieve our goals.

Challenges

- Keeping track of the time you spend on activities
- Optimizing your schedule and meeting deadlines
- Finding a unique time balance that works for you

Contextual Inquiry #1

Pharmacist who has a "fixed-rotation" schedule

http://venturebreak.com/wp-content/uploads/2014/10/PillPack_Pharmacy1.png

- Different goals during each schedule rotation
- Trouble planning ahead through rotations
- Difficult to complete long projects
- Receives his work schedule through DayForce

Contextual Inquiry #2

Software Developer
who works from home.

- Long term deadlines are hard to manage
- Difficult to switch tasks when working
- Constantly distracted and needs timely reminders
- Spends too much time deciding what to do

Contextual Inquiry #3

Newspaper Editors
with a daily deadline.

http://www.timesfreepress.com/news/chattanooganow2011/story/2011/mar/27/your-newspaper/45844/

- Balancing student life and work life
- Same newspaper deadline every night
- Constantly waiting on someone else to finish
- Difficult to coordinate social time and school

Contextual Inquiry

Takeaways:

- ## Individualization
  Everyone has different goals for balancing their time,
  and different categories that they focus on.

- ## Schedule Sharing
  It is hard to share schedules while maintaining privacy, but
  tasks and social time are often neglected due to lack of coordination

- ## Automatic Notification
  People can be too busy to micro-manage their time. It would be helpful to
  receive notifications to start tasks and of proposed schedule changes.

Tasks

Categorize Time Spent

What qualifies as work or play?

Set Goals For Each Category

How much time should you spend on each activity?

Share Schedule and Free Time

Who should be notified?
Who is free right now?

Decide What To Do While Waiting

What can get accomplished within that time?

Adapt Correctly To Schedule Changes

What can be pushed back and what has a solid deadline?

Get Reminders for Flexible Tasks
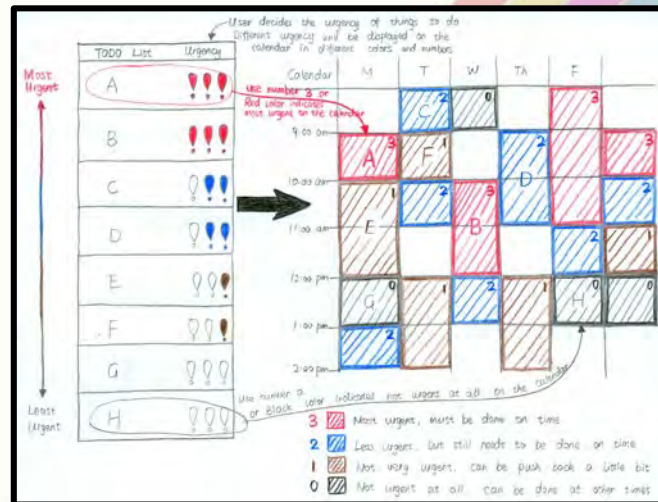
When is the best time for lunch?
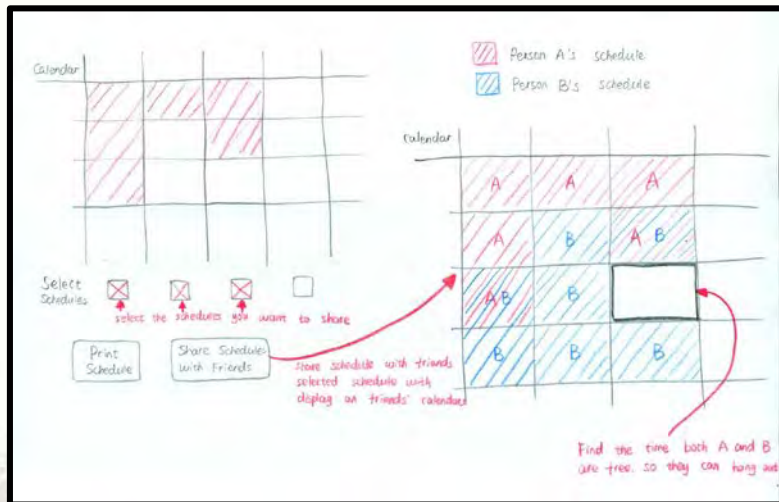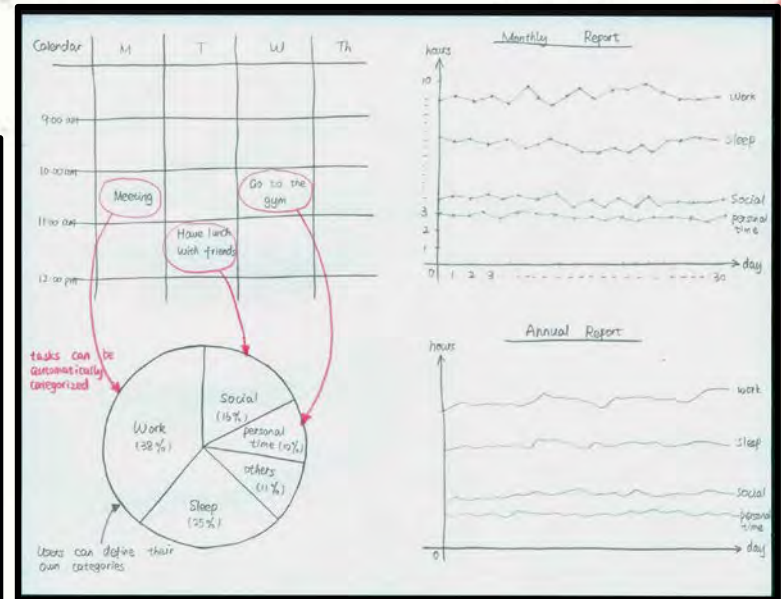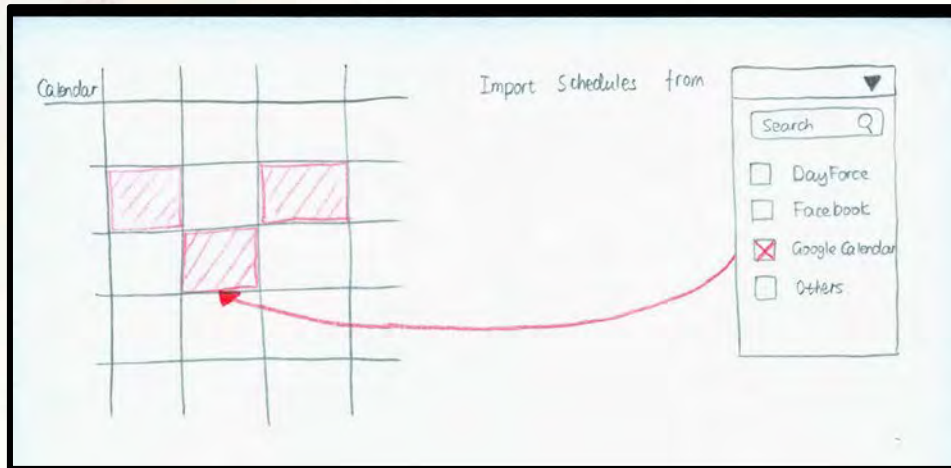
Design Sketches

Phone Application:

Design Sketches
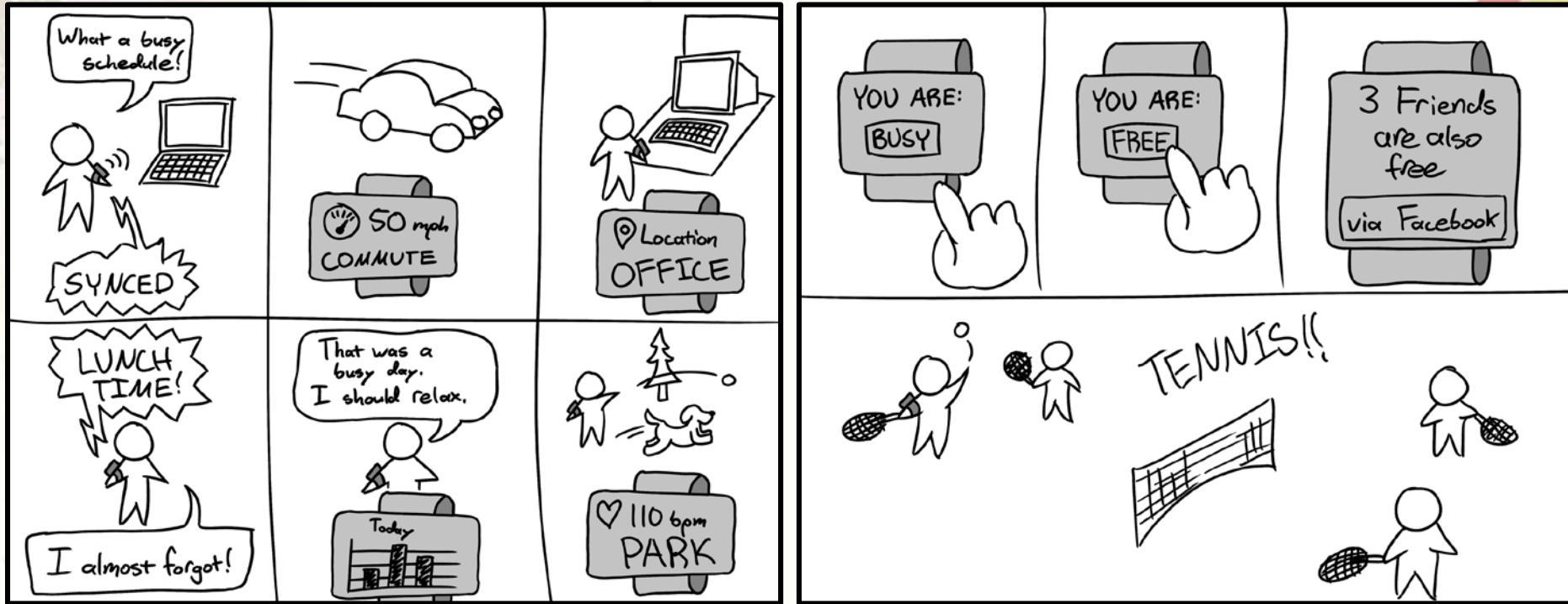
Smartwatch:
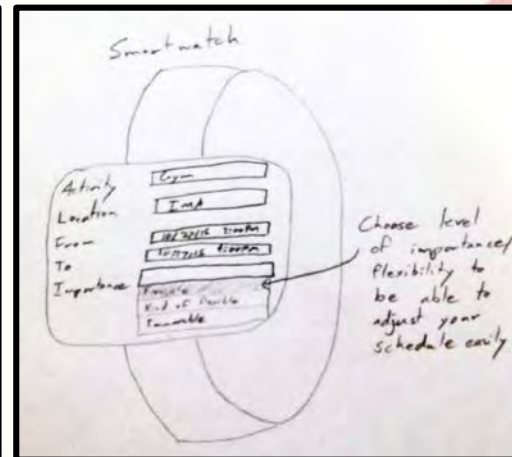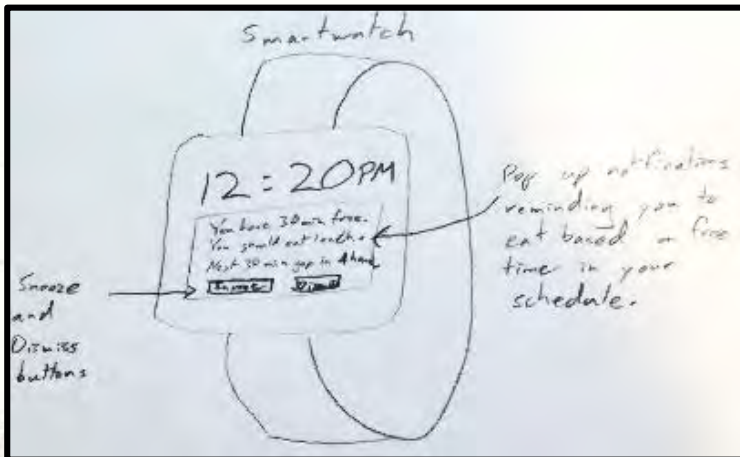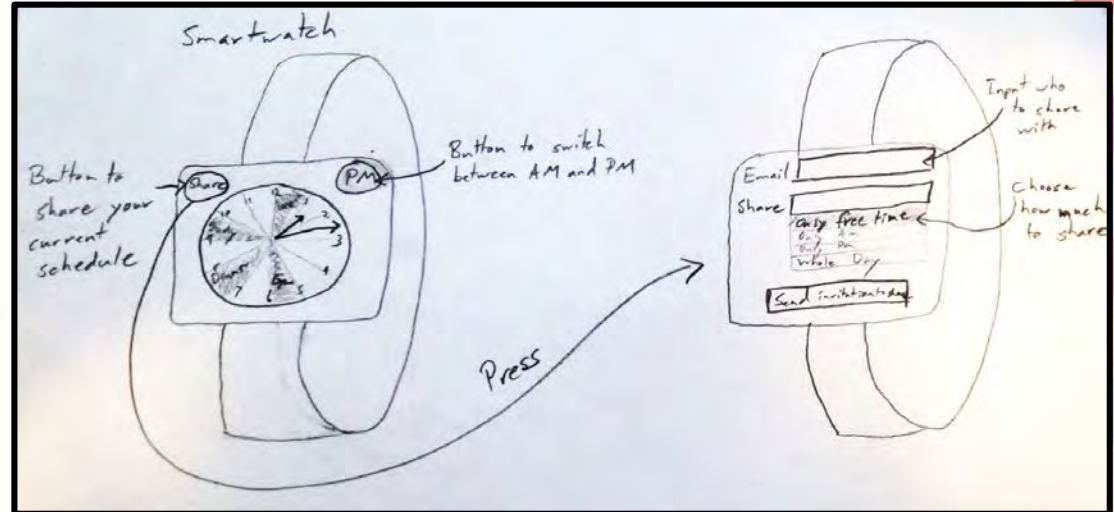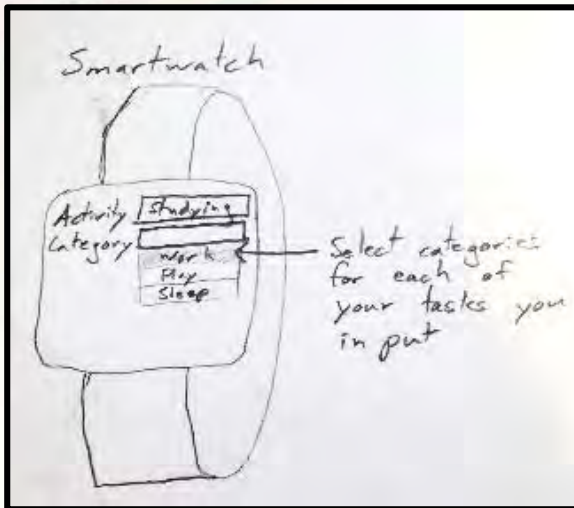
Design Sketches

Webpage:

Storyboards

Summary

- Understand what users need

- Think broad and explore strange designs

- Sketch out and iterate through many ideas

- Communicate and work as a team

- Build on the innovation in each design

Thank you!

Questions?