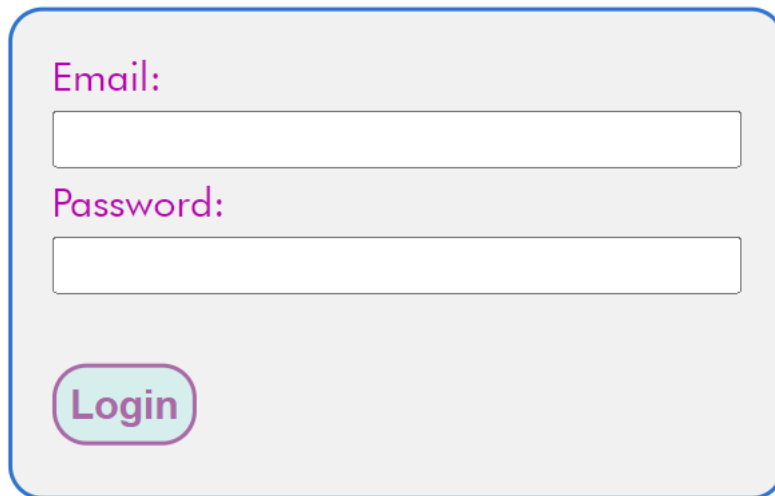# LifeScale – User Guide

LifeScale is a web application that allows users to get certain parts of their lives in better balance.

Users can create scales (for their work/life balance, or their food intake, for example), and then add different categories for those scales. The user will set a desired weight on each of those categories, so they can always see what their desired balance looks like on the scale's main page.

They can then create actions within each of those categories (so in a work/life balance scale, examples might be "employment", "personal work", "TV"), and then set an actual weight for each.

Then, from the scale's main page, they can record these actions in their lives, and work towards getting their current balance to match their desired balance.
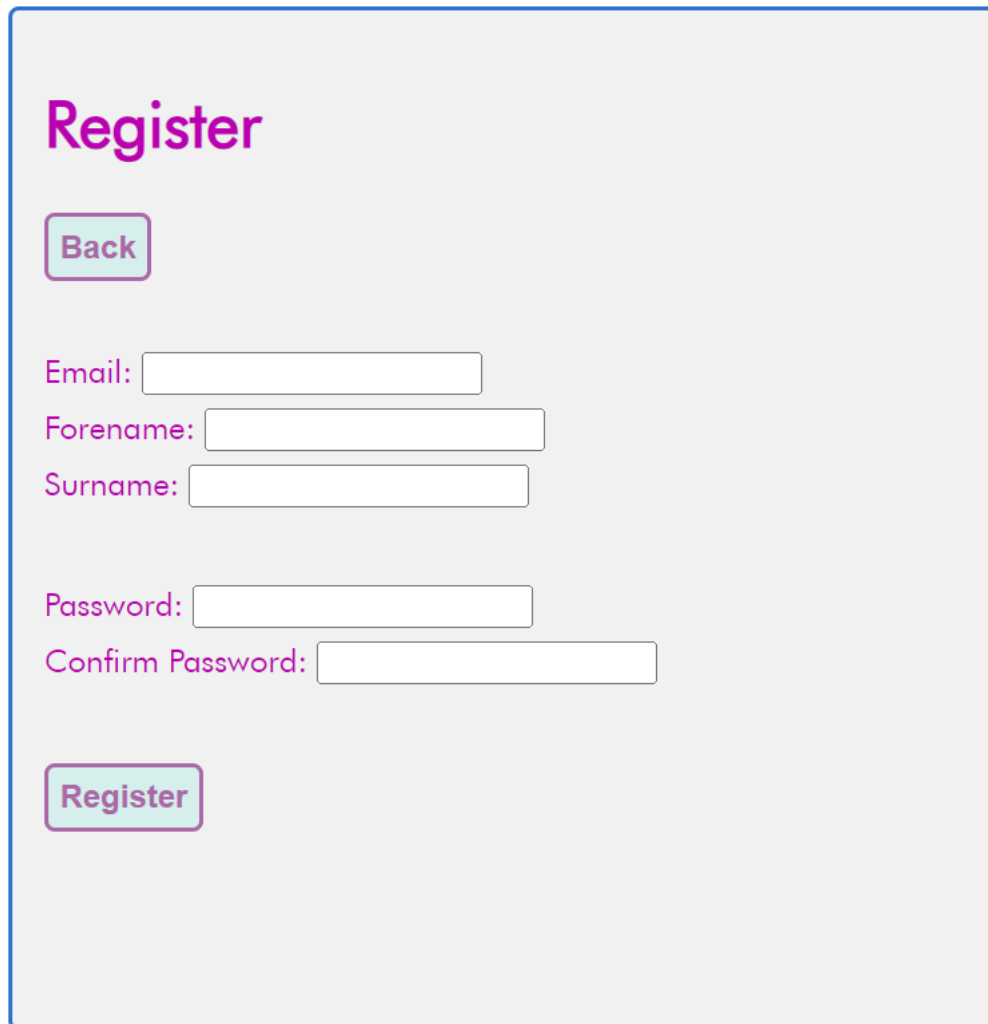
Using LifeScale – Step by Step

Email:

Password:

Login

Register   Forgot Password

The login screen should be the first screen you come to. If you don't already have a login, you will need to go to the registration page.

Register

Back

Email: [   ]

Forename: [   ]

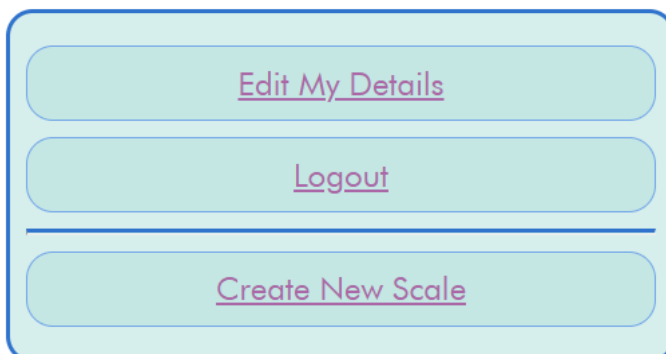Surname: [   ]

Password: [   ]

Confirm Password: [   ]

Register

From here, you can register an account. Once you have done so, press the back button to get back to the login page.

Once you login, you will see a message telling you no scales have been created, and a navigation bar (If you are on a smaller screen, you may have to select the drop-down icon in the bar at the top of the screen).

Edit My Details

Logout

Create New Scale

Once you have created some scales, you will also see those in the navigation bar. Those links will take you to the main page for that scale, where you will be able to see your desired/current balances, a breakdown of statistics, and a form to record the actions in your life.

Update User Details

Back

Email: test@test.com
Forename: test
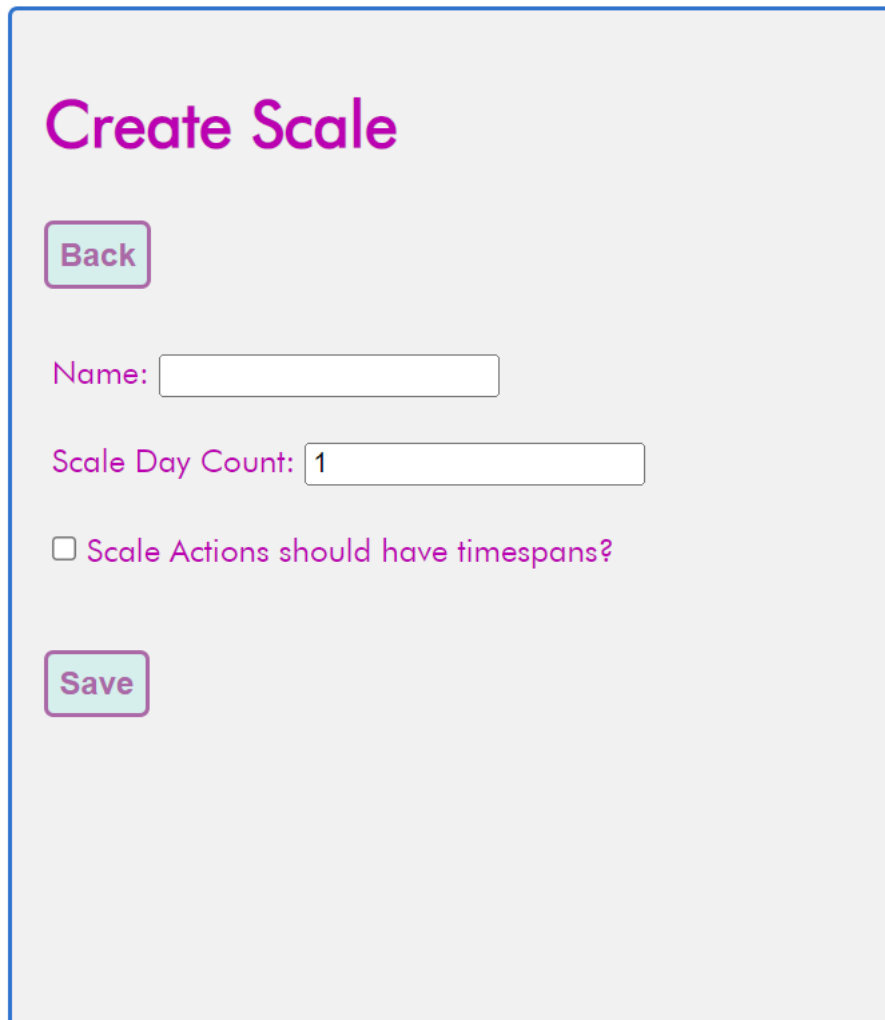Surname: tester

Current Password:
New Password:
Confirm New Password:

Change Password

Save

To edit your password, or other user details, select Edit My Details in the naviagtion bar.

Creating a Scale

In the navigation bar, select Create New Scale.

On the new scale page, you can enter the name of the scale, and setup the settings you want.

The Scale Day Count represents how many days worth of actions the scales should take into account, when displaying a balance (or any statistics). So, if you only want to see your balance for the last 7 days, you would set this to 7.

The "Scale Actions should have timespans?" checkbox should be checked if the amount of time spent on something is relevant to the scale. For example, if you were measuring your work/life balance, then you would want the system to take into account how long you had spent on each action. However, with a food-intake scale, how long you spent eating would not be relevant. If you check this box, you will be able to enter the minutes/hours that you spent on an activity, when recording it.

Once you have saved this, you will be taken back to the scale's main page. From there, beneath the current and desired balance scales, you will see a button to Edit Scale. Select that.

Edit Scale - Work/Life

Back

Name: Work/Life

Scale Day Count: 7

☑ Scale Actions should have timespans?

Save Delete

Categories

+

You should not see a categories section. In there, click the card with a plus, to go to the create category page.

Create Category

[Back]

Name: [_____]

Color: [Red ▾]

Desired Weight: [1]

[Save]

Here, you can setup a new category. The colour you set will by used on the scale balance displays, on the scale's main page, as a visual way of separating each category.

The desired weight represents how much weight you want the category to have on the Desired Balance scale. So, if you have 2 categories, and you want the first to be 2/3s of the desired scale, you would set that category's weight to 2, and the other category's weight to 1.

Click save, and you will be taken back to the Edit Scale page. From there, you will now see the category in the Categories section. Select Edit on the new category.

Edit Category - Work

Back

Name: Work

Color: Red

Desired Weight: 2

Save   Delete

Actions

Add New Action

You will now see an Actions section. Here, you can add and delete actions from a category.
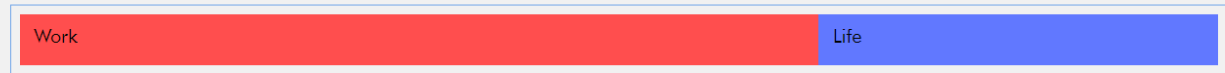
Select Add New Action to get the new action screen. From there, you can set a name, and a weight. The weight represents the actual weight of each action. So, if you record an occurrence of an action, the weight can increase that action's affect on the scale display, and the percentage statistics.
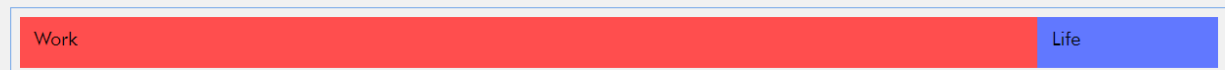
The Scales Main Displays

Work/Life

Desired Balance

Work	Life

Current Balance

Work	Life

[Edit Scale]

Record Action

Category: [Work ∨]   Action: [personal work ∨]   Date: [2022-03-11]

Time spent (in minutes): [1]   Time spent (in hours): [0.02]   **Record Action**

Action saved successfully.

Action Statistics

Work: 84.93%
- personal work: 9.99%
- employment: 74.94%

Life: 15.07%
- TV: 9.99%
- Gaming: 5.08%

[Amend Action History]

The main display for each scale will show you your current and desired balances, as scale displays. It will also show you a breakdown of the statistics for the actions you have recorded for each category (limited by your scale's Display Day Count setting).

The Record Action form can be found on this page. This is where you can record what you have done throughout your day.

Underneath the Action Statistics, you will see an Amend Action History button. Pressing this will take you to a screen where you can delete previously recorded history, and then add in replacement occurrences.