

Name: Evan
Age : 20
Year in school: Sophomore
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Desk Environment

Laptop, ipad (for reading pdfs). **Doesn't use paper because he wants all his information in one place and doesn't want to loose anything.**

iPad is his main tool for reading.

He prefers the electronic way of doing stuff.

Workflow

Sometimes he prints a paper and uses different color pens to write stuff on it. (Color Coding). **He tries to make his notes structured but usually they end up being unstructured.**

Its important for him to write stuff on the pdf. Thats how he will read papers.

He has a cheatsheet or summarization paper that he starts writing at the begining of a semester and gradually fills it up toward the end of the year.

He writes on the slides during the class.

Reviewing is a part of his workflow. He goes back through his notes.

Working on his documents and annotating and going through them on ipad is very cool for him .

Remembering

For reminders: He uses google calendar that syncs with his phone. That works for him very well.

When an event happens (like a class or a need to write homework) he reacts to it by doing an action. Events are external not artificial like a reminder.

productivity

He likes to have a plan for the week in his google calendar and goes through it. He tracks himself against that plan and measures his productivity based on that.

Skeptical whether he follows the plan all the time exactly. Its just a blueprint against which he measures progress.

Collaboration

Doesn't do real time collaboration. He leads.

My Notes

The thing I take away from Evan the most is his workflow: He does not take notes explicitly. He works through the papers and lecture slides writes on them (with his ipad or just taking notes on a paper for his cheatsheet) and then he reviews those things constantly.

I also see that he doesn't have a need for reminders.