# TIME MANAGEMENT TOOL A time management tool using command line to record and track time usage

### **GETTING STARTED**

Easy to use application

\*Prompted instructions upon running program

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Welcome to the Time Management Application!

To record time, use the following format:
- record DATE FROM\_TIME TO\_TIME 'TASK' :TAG
- record DATE FROM\_TIME(AM/PM) TO\_TIME(AM/PM) 'TASK' :TAG

record today FROM\_TIME TO\_TIME 'TASK' :TAGrecord today FROM\_TIME(AM/PM) TO\_TIME(AM/PM) 'TASK' :TAG

To query your records, you have the following options:

- query today

- query yyyy/mm/dd

- query 'Task'

- query :TAG

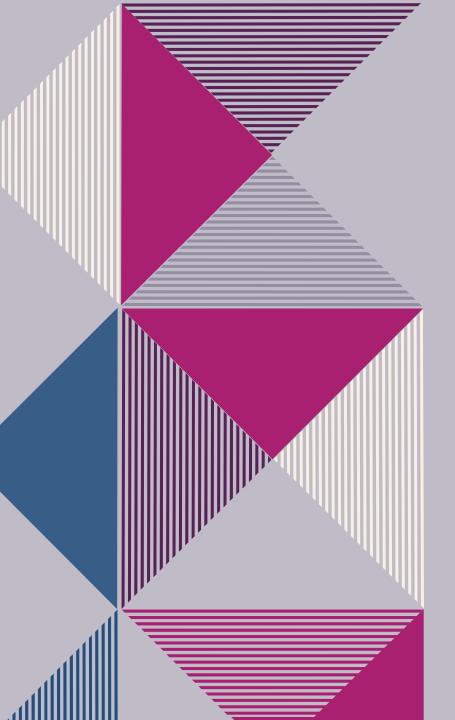
To print a record of activities, use the following format:

- report yyyy/mm/dd yyyy/mm/dd

To get a list of top 10 common activities, use command:

- priority

Please enter your command: (q to quit)



### **CONCISE RECORDING**

### **RECORD COMMAND**

- Record time using today's date or key word "today" for fast recording time
- Confirmation upon successful recording

```
Enter your command: record 2023/11/21 04:30AM 05:00AM 'morning run' :RUN
Record submitted successfully
Enter your command: record today 05:00AM 06:00AM 'reading a book' :READING
Record submitted successfully
```

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### **QUERY COMMAND**

**Query Information** 

- Query information based off date
- Use key word "today" for faster results

```
Enter your command: query 2023/11/21
```

ID: 49, Date: 2023/11/21, From: 04:30AM, To: 05:00AM, Task: 'morning run', Tag: RUN

```
Enter your command: query today
```

ID: 50, Date: 2023/11/22, From: 05:00AM, To: 06:00AM, Task: 'reading a book', Tag: READING

### **QUERY COMMAND**

**Query Information** 

- Query time based on related tasks
- Query time based on tag

```
Enter your command: query :TASK

ID: 22, Date: 2023/11/03, From: 08:20, To: 10:20, Task: pm 'task', Tag: TASK

ID: 42, Date: 2023/11/18, From: 04:30, To: 05:30, Task: task, Tag: TASK

ID: 43, Date: 2023/11/18, From: 21:00, To: 22:00, Task: 'task', Tag: TASK
```

```
Enter your command: query 'read'
ID: 12, Date: 2023/10/24, From: 1, To: 2, Task: 'reading, Tag: books
ID: 24, Date: 2023/11/03, From: 04:30, To: 05:30, Task: 'reading', Tag: B00K
ID: 50, Date: 2023/11/22, From: 05:00AM, To: 06:00AM, Task: 'reading a book', Tag: READING
```

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### **GENERATE REPORTS**

- Obtain insight on time usage by generating a report
- Use key word "today" for faster results

```
Enter your command: report 2023/11/18 today

ID: 38, Date: 2023/11/18, From: 04:30AM, To: 06:30AM, Task: awake, Tag: AWAKE

ID: 39, Date: 2023/11/18, From: 05:30AM, To: 05:30PM, Task: "testing", Tag: TEST

ID: 42, Date: 2023/11/18, From: 04:30, To: 05:30, Task: task, Tag: TASK

ID: 43, Date: 2023/11/18, From: 21:00, To: 22:00, Task: 'task', Tag: TASK

ID: 45, Date: 2023/11/18, From: 20:02, To: 20:03, Task: 'dancing again', Tag: DANCE

ID: 46, Date: 2023/11/18, From: 23:00, To: 23:01, Task: 'making v3', Tag: CODE

ID: 47, Date: 2023/11/18, From: 03:03, To: 04:04, Task: 'something', Tag: SOMETHING

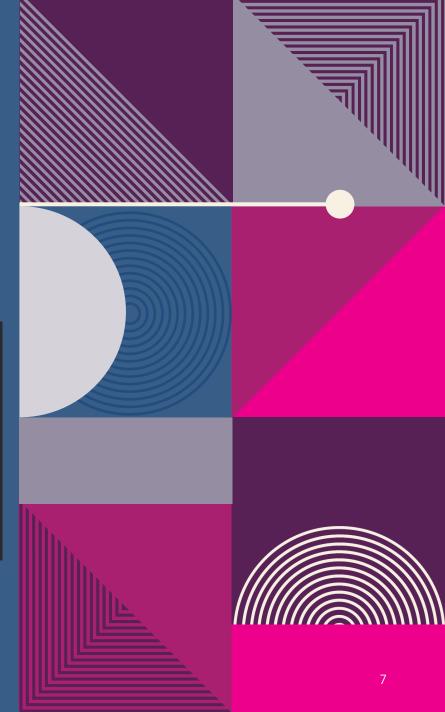
ID: 49, Date: 2023/11/21, From: 04:30AM, To: 05:00AM, Task: 'reading a book', Tag: READING
```



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## GENERATE REPORTS (CONT.)

```
Enter your command: report 2023/11/18 2023/11/21
ID: 38, Date: 2023/11/18, From: 04:30AM, To: 06:30AM, Task: awake, Tag: AWAKE
ID: 39, Date: 2023/11/18, From: 05:30AM, To: 05:30PM, Task: "testing", Tag: TEST
ID: 42, Date: 2023/11/18, From: 04:30, To: 05:30, Task: task, Tag: TASK
ID: 43, Date: 2023/11/18, From: 21:00, To: 22:00, Task: 'task', Tag: TASK
ID: 45, Date: 2023/11/18, From: 20:02, To: 20:03, Task: 'dancing again', Tag: DANCE
ID: 46, Date: 2023/11/18, From: 23:00, To: 23:01, Task: 'making v3', Tag: CODE
ID: 47, Date: 2023/11/18, From: 03:03, To: 04:04, Task: 'something', Tag: SOMETHING
ID: 49, Date: 2023/11/21, From: 04:30AM, To: 05:00AM, Task: 'morning run', Tag: RUN
```



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### **PRIORITY COMMAND**

Receive a list of your top 10 frequently done tasks in order

```
Enter your command: priority
Priority tasks:
ID: 6, Date: 2023-10-23, From: 3, To: 5, Task: task, Tag: tag
ID: 7, Date: 2023-10-23, From: 5, To: 7, Task: task, Tag: tag
ID: 8, Date: 2023/10/24, From: 1, To: 2, Task: task, Tag: tag
ID: 10, Date: 2023/10/24, From: 3, To: 4, Task: singing, Tag: SING
Total time spent on 'singing': 2 records
ID: 13, Date: 2003/04/15, From: 03:12, To: 03:25, Task: 'amaya, Tag: is
ID: 14, Date: 2003/04/15, From: 03:12, To: 03:24, Task: 'amaya, Tag: is
Total time spent on ''amaya': 2 records
ID: 39, Date: 2023/11/18, From: 05:30AM, To: 05:30PM, Task: "testing", Tag: TEST
ID: 40, Date: 2022/04/15, From: 10:10AM, To: 11:11AM, Task: "testing", Tag: TEST
Total time spent on '"testing"': 2 records
ID: 47, Date: 2023/11/18, From: 03:03, To: 04:04, Task: 'something', Tag: SOMETHING
ID: 48, Date: 2021/02/12, From: 04:40, To: 06:40, Task: 'something', Tag: SOMETHING
Total time spent on ''something'': 2 records
```