



User Manual

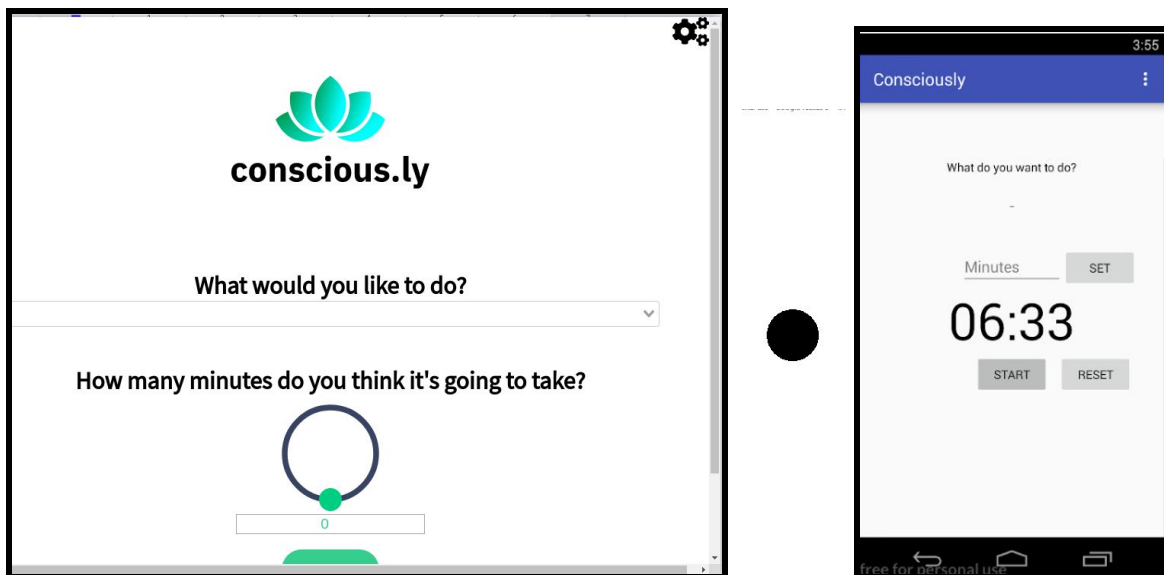
Feature Overview	1
Home Screen	1
Options Menu	1
Settings/Preferences	2
Widget	2
Time Remaining Banner (Manual Access)	3
Distraction Popup	3
Time Is Up Popup	5
Step-By-Step Procedures	6
Set/Modify Preferences	6
Activate a session (set task and time)	6
Activate another session directly after one session ends	7
Exit the application	7
Exit the application directly after a session ends	7
Check time remaining during a session	7

Feature Overview

This section contains images of all features/screens/views of the current prototype of Conscious.ly. Note that, where applicable, all images on the left are of the desktop application, and all images on the right are of the mobile application.

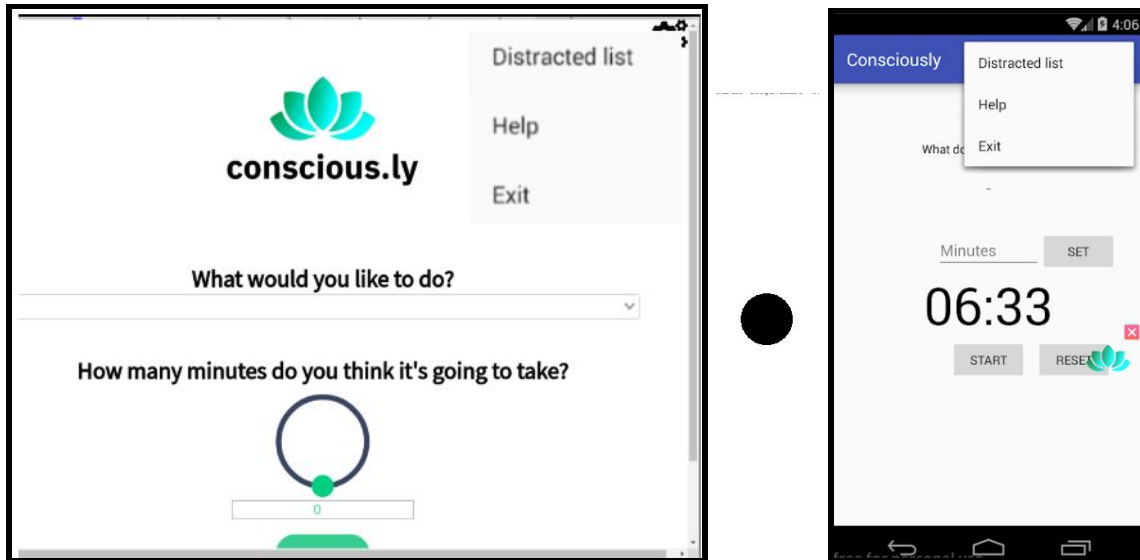
Home Screen

This is the main screen of the app; it is where the user can select the task they would like to complete and how long they expect it to take. This will allow Conscious.ly to keep them on track with their work.



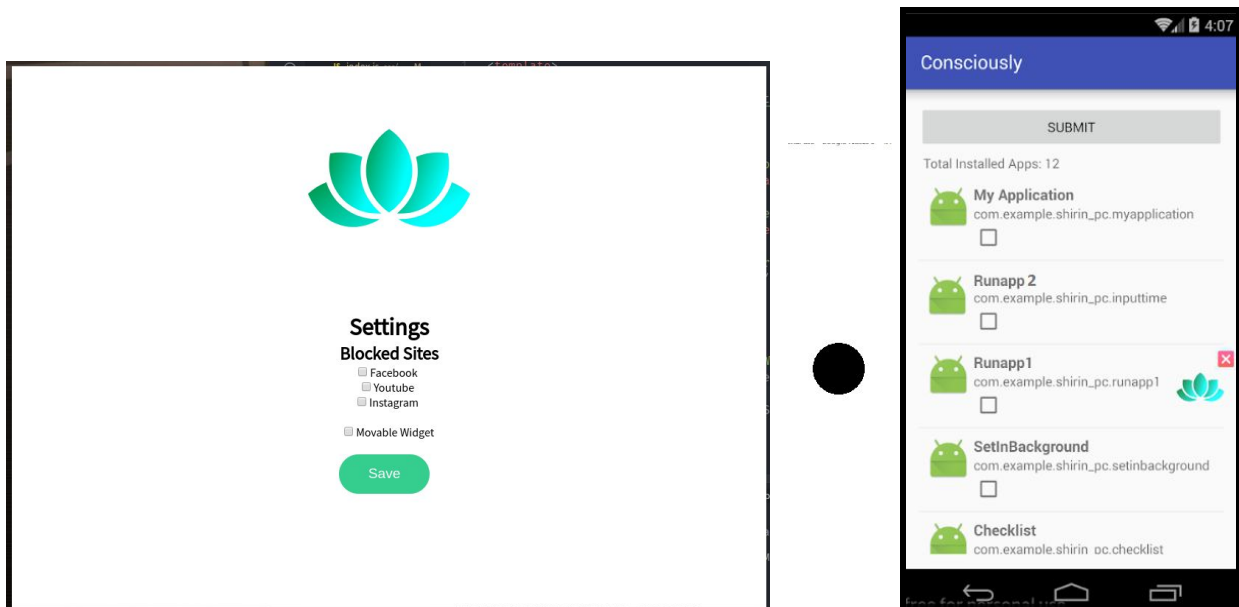
Options Menu

This is the Conscious.ly application options menu available to users; accessible via the home page.



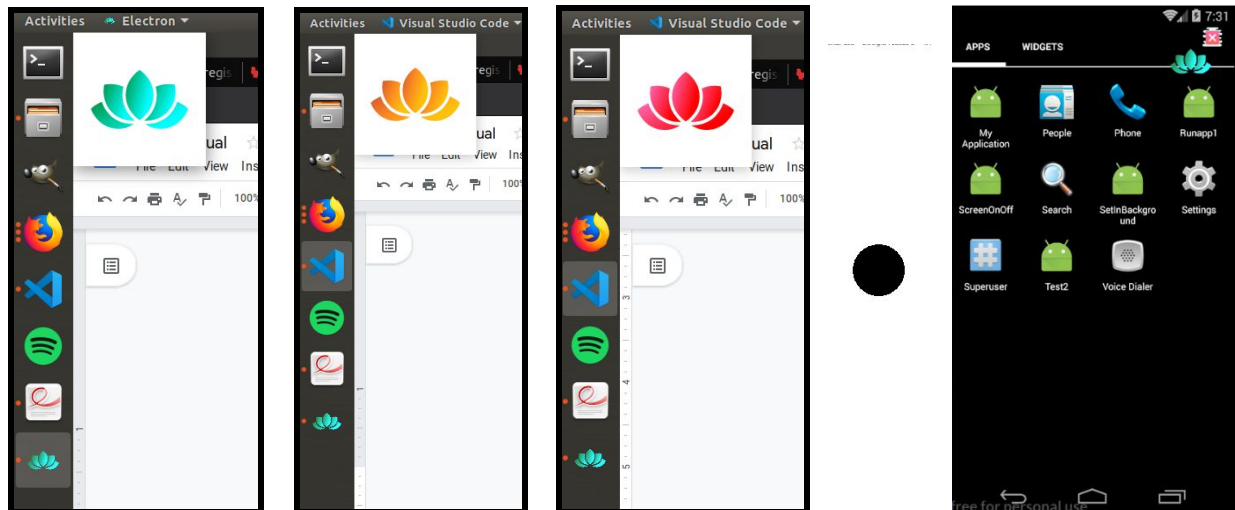
Settings/Preferences

The settings page allows the user to select which applications (mobile) / websites (desktop) they consider distracting. This allows Conscious.ly to understand when the user is deviating from their set task, and thus when to prompt them to stay away from distractions.



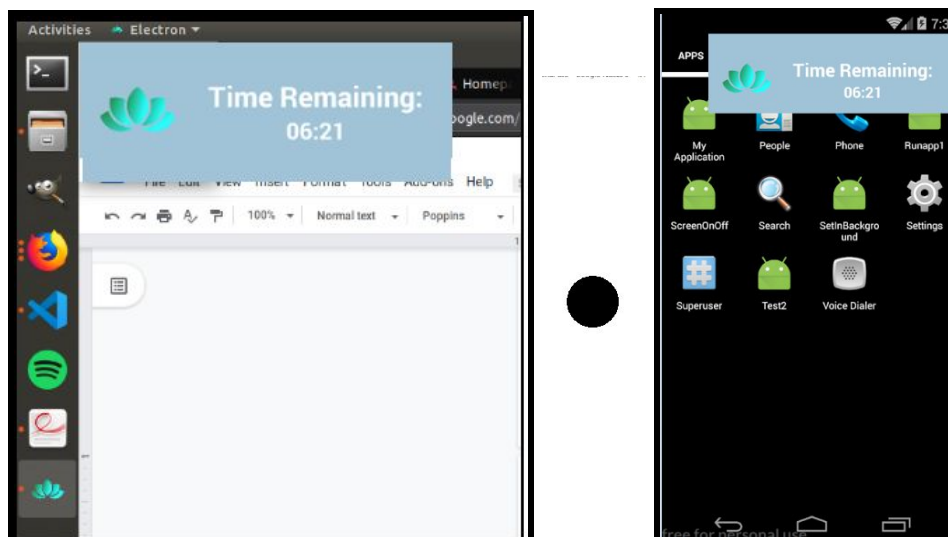
Widget

Once the user is in an active Conscious.ly session, i.e. has selected a task and time and are working towards it, a small widget appears on the screen. In the current prototype, the widget can be moved around, and the desktop version changes colour according to how much time the user has left. In later versions, we aim to have colour gradation in both the desktop and mobile versions of the application.



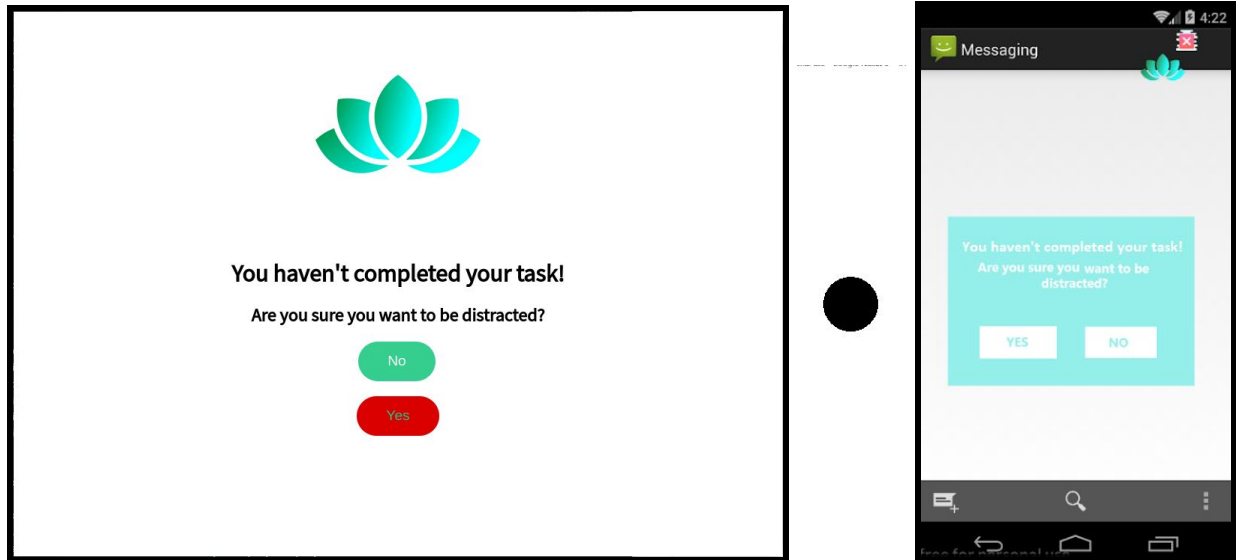
Time Remaining Banner (Manual Access)

When the user taps/clicks on the widget, a banner notification briefly appears on the screen indicating the amount of time the user has left.

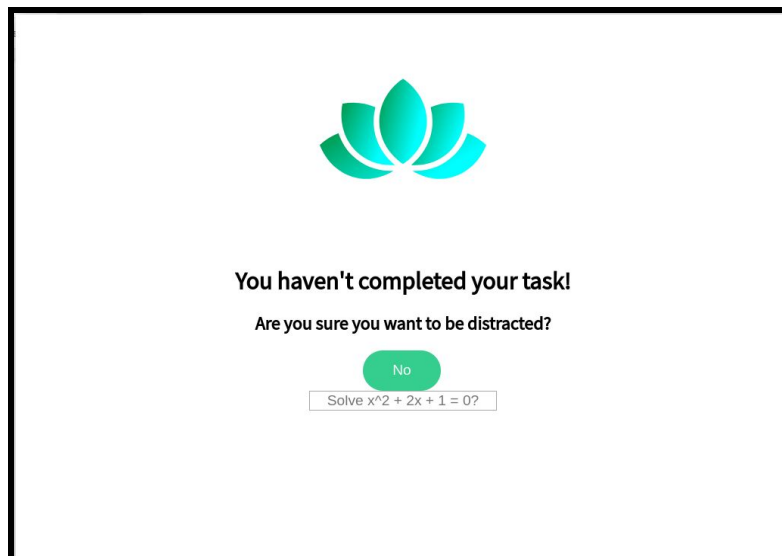


Distraction Popup

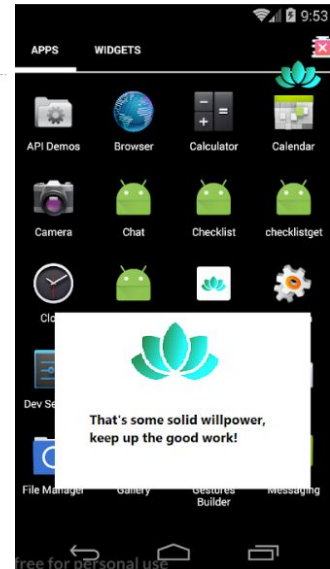
When the user accesses an application (mobile) / website (desktop) that they had previously set as “distracting”, a popup appears on the screen asking them if they are sure they want to navigate away from focusing on their goal.



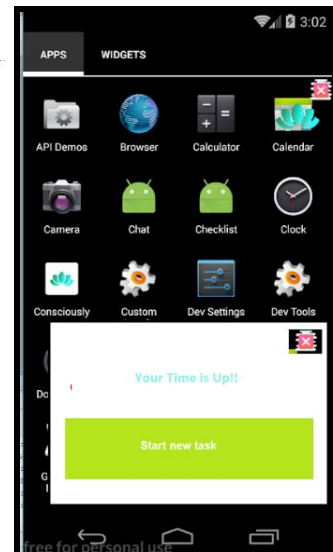
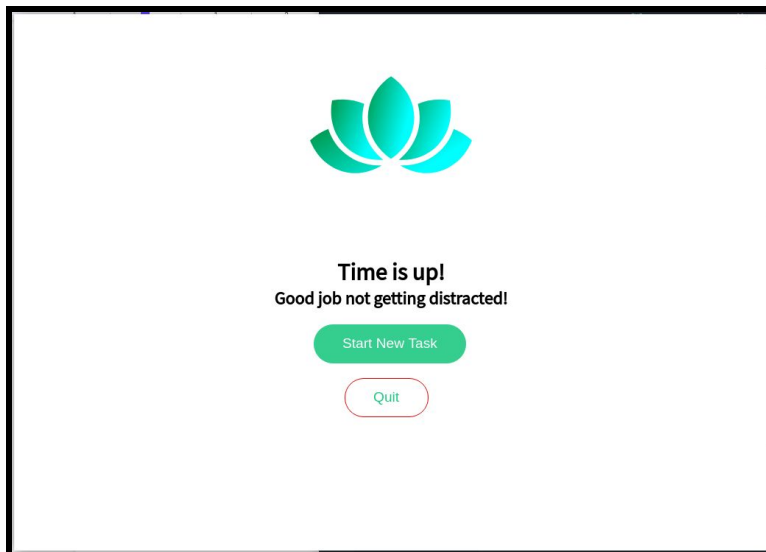
If the user selects “Yes”, they will be prompted with a mental math question (currently only in the desktop version of the app). The user must type in the correct answer and then hit the return/enter key in order to proceed with the distraction.



If the user selects “No”, they will be shown a congratulatory message. Upon clicking the green button, the user will be returned to their phone’s home page so that they may continue doing what they were doing before nearly getting distracted.



Time Is Up Popup



Step-By-Step Procedures

This section contains step-by-step instructions to carry out important functions of the Conscious.ly application on both mobile devices and desktop computers. Refer to the images in the Feature Overview section of this manual for all underlined pages/features. These images contain all the icons/buttons that are spatially and characteristically referred to in the instructions. Note that formatting of some buttons may differ from the screenshots at the time of test (shape/colour).

Set/Modify Preferences

1. Open the application
 - Home page appears
2. Tap/Click on the triple dot/gear symbol in the top right-hand corner of the home page
 - Options menu appears
3. Tap/Click on the "Distracted List" option
 - Settings/Preferences page appears
4. Select all applications/websites that you consider to be distracting
5. Tap/Click Submit

Activate a session (set task and time)

If using desktop:

1. Open the application
 - Home page appears
2. Click on the down arrow under "What would you like to do?"
 - Task options appear
3. Click on the desired task
 - Task field populates
4. Click, hold down on, and drag the green dot around the circle
 - Number (indicating time in minutes) changes
5. When desired time appears, stop dragging and let go of the dot
6. Click Begin

If using mobile:

1. Open the application
 - Home page appears
2. Tap the space under "What would you like to do?"
3. Type out a task you would like to do
4. Tap where it says "Minutes"
5. Type out the desired number of minutes
6. Tap the "Set" button

- *Time in minutes appear in place of the 00:00 (in minutes:seconds)*
- 7. Tap the “Start” button

Activate another session directly after one session ends

Note: this can only be done from the Time Is Up popup screen.

1. Tap/Click on the “Start a new task” button
 - Home page appears
2. Follow steps 2 onwards from the “Activate a session (set task and time)” section of this manual

Exit the application

1. Open the application
 - Home page appears
2. Tap/Click on the triple dot symbol in the top right-hand corner of the home page
 - Options menu appears
3. Tap/Click on the “Exit” option

Exit the application directly after a session ends

Note: this can only be done from the from the Time Is Up popup screen.

If using desktop:

1. Click on the red quit button in the top right-hand corner of the Time Is Up popup

If using mobile:

2. Tap the red “X” button in the top right-hand corner of the Time Is Up popup

Check time remaining during a session

If using desktop:

1. Hover over the widget

If using mobile:

1. Tap on the widget

Note: in the mobile version of the application, the user may have to double-tap on the widget if a single tap doesn’t work – this is a bug currently in the process of being fixed.

Thank you once again for your support!