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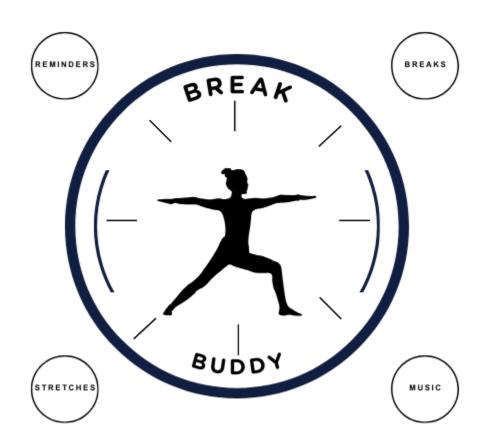
# Chapter 1. What is BreakBuddy?

BreakBuddy is a health and well-being app for IOS or and Apple devices.

BreakBuddy is an app that turns your device into a health buddy. You can use the app to incorporate breaks into your day, get stretch ideas, set music break options, and create reminders every hour to take care of your physical and mental health.

BreakBuddy makes it easier to make your health a priority. Getting Started (on page 5)

Figure 1. BreakBuddy Related Information and Troubleshooting



- 1. How to set up daily reminders in BreakBuddy. (on page 6)
- 2. How to customize breaks in BreakBuddy (on page 5)
- 3. Stretch Ideas (on page 6)
- 4. How to set up Music Breaks (on page 5)

#### **Related information**

Troubleshooting (on page 7)

## Chapter 2. Getting Started

How to download and setup BreakBuddy.

These steps show you how to install and setup BreakBuddy on your device.

- 1. Visit the **App Site** for IOS or iPhone.
- 2. Search for BreakBuddy and click Install.
- 3. Open the app and follow the on-screen instructions to set up an account, once BreakBuddy is installed.
- 4. Launch BreakBuddy and create a new account.
- 5. Allow **Notifications** so BreakBuddy can remind you of your breaks.

## **Customizing Breaks**

How to set up custom breaks in BreakBuddy.

These steps show you how to set up custom breaks to tailor BreakBuddy to your preferences.

- 1. Open the **Customize Breaks** tab from the main dashboard.
- 2. Select your preferred types of breaks (Stretch Ideas or Music Breaks).
- 3. Enable one or both types of breaks.
- 4. Tap Save when done.

#### **Related information**

What is BreakBuddy? (on page 3)

Troubleshooting (on page 7)

### Music Breaks

How to select a song for music breaks in BreakBuddy.

These steps show you how to select a song in BreakBuddy during the music break. BreakBuddy offers short music clips to energize you during breaks.

- 1. Tap **Music Break** in the notification.
- 2. Select a song when the playlist opens.
- 3. Use the **Next Song** button to switch tracks.

#### **Related information**

What is BreakBuddy? (on page 3) Troubleshooting (on page 7)

### Stretch Ideas

Ideas of types of stretches to do in BreakBuddy.

The table below provides a description of stretch ideas for use during each stretch break in the app.

Stretch	Description
Neck	Slowly tilt your head forward and hold for ten seconds, then tilt your head toward each shoulder and hold for ten seconds.
Wrist	Hold out one arm, palm facing down, and use the other hand to gently pull back on each of your fingers. Repeat for the other arm.
Back	Stand up, reach for the ceiling, and take a deep breath. Repeat six times.

#### **Related information**

What is BreakBuddy? (on page 3) Troubleshooting (on page 7)

## Setting Up Daily Reminders

How to set daily reminders on BreakBuddy.

These steps show you how to set up the frequency of your daily reminders for BreakBuddy. The app sends you reminders based on your selected schedule.

- 1. Open the **Break Schedule** tab from the main dashboard.
- 2. Select the Start Time and End Time for your daily breaks.
- 3. Chose the **Frequency** of reminders (every hour, every 90 minutes).
- 4. Tap Save Schedule.

#### **Related information**

What is BreakBuddy? (on page 3) Troubleshooting (on page 7)

# Chapter 3. Troubleshooting

How to troubleshoot common problems in the BreakBuddy app.

The table below provides a list of common user issues in BreakBuddy and the steps for resolution.

Issue	Solution
I'm not receiving reminders.	Check <b>Notification Settings</b> to ensure BreakBuddy notifications are enabled.
How do I change the reminder frequency?	Go to <b>Settings &gt; Break Schedule</b> and adjust the frequency to your preference.
I want to disable music breaks.	Go to <b>Settings &gt; Customize Breaks</b> and toggle off <b>Music Breaks</b> .

#### **Related information**

What is BreakBuddy? (on page 3)