Name:

Section:

Create a Plan to Use Your Phone Productively

Did you know your smartphone has millions of times more computing power than the Apollo Guidance Computer? In fact, your phone's power surpasses all the computers used on Apollo 11 —the first successful mission to the Moon.

Your phone is an incredible piece of technology—and when used productively—it can help you learn, be more efficient, start a business, and much more.

For the following task, you'll need to create a plan for using your phone productively.

1. Conduct a Self-Assessment

- Reflect on Current Use:
 - How do you use your phone each day?
 - Which apps do you use the most?
 - How many hours do you spend on entertainment, social media, or games?
 - How many hours do you spend on productive activities like learning, organization, or communication?
- Identify Problem Areas:
 - What are your biggest phone-related distractions?
 - When does your phone interfere with your focus or responsibilities?

Write your assessment below:









2. Set Clear Goals

- Define 2-3 specific goals for using your phone productively, such as:
 - Spend 30 minutes each day learning a new skill.
 - Limit social media use to 1 hour per day.
 - Use my phone to organize my homework and deadlines.

Write your 2-3 specific goals below:

3. Identify Productive Apps and Tools

- Select apps that help you stay organized and productive. Examples include:
 - Learning Apps: Duolingo, Khan Academy, Quizlet
 - Time Management: Google Calendar, Todoist, Trello
 - Focus Tools: Forest, Freedom
 - Note-Taking: Notion, Evernote, Google Keep

Write which productivity apps and tools you will use and explain what you will use them for.



4. Create Specific Boundaries

- Decide When Not to Use Your Phone:
 - No phones during homework, class, or 1 hour before bed.
 - Designate phone-free zones like the dining table or study space.
- Set App Limits:
 - Use screen time management tools (e.g., Screen Time for iOS or Digital Wellbeing for Android) to restrict apps like social media or games.

Write about your specific boundaries and limits below:



5. Build a Daily Routine

Create a realistic plan for daily phone use. Here's an example schedule:

	Time	Activity	
	Morning:	Check the calendar and to-do list for the day.	
	During School:	Use the phone only for academic tools or emergencies.	
	Afternoon:	30 minutes for learning apps (e.g., language apps).	
	Evening:	1 hour for social media or games.	
	Before Bed:	15 minutes of reading or journaling; no social media.	·

Write your daily plan for phone use below:

For more resources like this, visit briantolentino.com

