Integration One

Time and Phone Use Log

> "How we spend our days, is, of course, how
> we spend our lives."
>
> — Annie Dillard

This week, you will track how you spend your time and how you use your phone. Use the linked time log form or a similar form track how you spend your time throughout the week.

You do not need to break it down by ten minutes or by project if you do not want to; use whatever format works best for you. To track your phone use and screen time, follow the respective guidelines for iOS and Android devices. Turn on Screen Time if you have not previously used it, and then use "See all Activity" to see data on your average screen time per day, breakdowns by app, and how many times you picked up your phone.
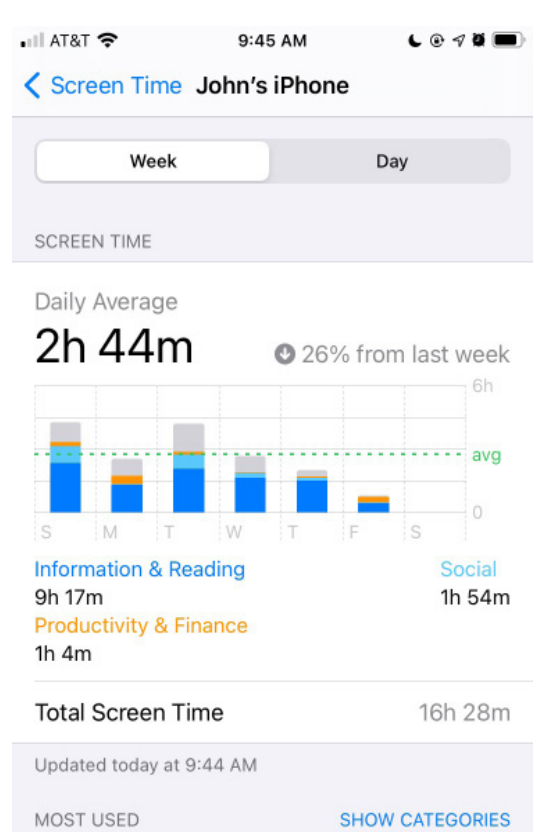
At the end of the week, look back at both for patterns. What did you spend a lot of time doing? What surprised you? When did you feel most engaged and why?

Examples

Below are a couple of example screenshots of phone use tracking and a time log.

> "The prudent understand where they are going,
> but fools deceive themselves."
>
> <u>Proverbs 14:8</u>

Time & Phone Use Log Tips

- **Practice non-judgement**: Use these as diagnostic tools, not as indicators of self-worth or fixed and innate qualities.

- **Regular recording**: We recommend picking an interval, between 15 minutes and 1 hour, and then writing down what you did at the end of each interval.

- **Digital tools**: If you want to use a digital time log, check out <u>these recommended tools</u>.

- **Going deeper**: If you want to deepen this activity, you can apply the <u>Good Time Journal</u> <u>method</u> from Stanford's Designing Your Life model. This can give you clues as to when and why you are most engaged and joyful throughout your days.

  - Following this week, you can also flip this activity to intentionally use your time with <u>time blocking</u>.

Scientific Foundations

- **Concreteness**: The act of writing down how you spend your time forces you to be aware of and process how you actually spend your time.

- **Mindfulness**: Self-awareness grows when you ruminate less and notice more. Try to avoid overanalyzing your thoughts and instead ovserve how your valendar, phone, and credit card statements reflect who you are. [1]

- **Digital Minimalism**: For more information, explore <u>Cal Newport's work</u> on <u>digital minimalism</u> and how to use your phone intentionally. [2]

[1] Barker, Eric, and Tasha Eurich, <u>"The Secret to Becoming More Self-Aware"</u>, *The Week*, 12 June 2017.
[2] For a deeper dive, read Newport, Cal, *Digital Minimalism: Choosing a Focused Life in a Noisy World*, Penguin Books Ltd, 2019.

DAILY TIME LOG

Date

Time	Activity	Notes
12:00 AM		
12:30 AM		
1:00 AM		
1:30 AM		
2:00 AM		
2:30 AM		
3:00 AM		
3:30 AM		
4:00 AM		
4:30 AM		
5:00 AM		
5:30 AM		
6:00 AM		
6:30 AM		
7:00 AM		
7:30 AM		
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9:30 AM		
10:00 AM		
10:30 AM		
11:00 AM		
11:30 AM		
12:00 PM		
12:30 PM		
1:00 PM		
1:30 PM		
2:00 PM		
2:30 PM		

Time	Activity	Notes
3:00 PM		
3:30 PM		
4:00 PM		
4:30 PM		
5:00 PM		
5:30 PM		
6:00 PM		
6:30 PM		
7:00 PM		
7:30 PM		
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11:30 PM		
12:00 AM		

REFLECTION