

## PAPER FOR THE NEEDS ANALYSIS OF FULLUSE

### 1. RATIONALE BEHIND PROJECT CONCEPT

According to The Straits Times (<http://www.straitstimes.com/singapore/education/tried-and-tested-ways-to-prepare-for-year-end-exams>), “Closer to the exams, students feel there is much content to absorb. And as a result of **time constraints**, they are more stressed and this may affect their revision.” As such, this shows a **need** for **good time management** in order to attain academic success. [Retrieved 2/20/2017]

According to The Collection Of Papers 2016 @ The Higher Learning Commission Annual Conference (<http://cop.hlcommission.org/Learning-Environments/cherif.html>), researchers Abour H. Cherif, Gerald E. Adams, Farahnaz Movahedzadeh, Margaret A. Martyn and Jeremy Dunning conducted a survey on 739 college students, asking them to provide their own perspective of why students fail courses and drop out of colleges.

Respondents indicated that

- a) Insufficient academic skills are closely related to the lack of **time management** skills
- b) **Poor time management** skills and organizational skills ranked **second** as a **major roadblock** to student success.

As such, we aim to create FullUse, a smart planner Android app dedicated to improving the **time management** skills of students so that they can have a better life, and not suffer from the aforementioned implications of poor time management.

### 2. RATIONALE BEHIND “SUGGESTED TASKS”

“Suggested Tasks” gives the user a choice of which commitments they want to work on. Reminders will be sent out to the user every day. This promotes the idea of **pacing yourself**, where the user works on their commitment bit by bit, reducing the need for rushing at the end.

According to The New Jersey Society of CPAs (<https://www.njcpa.org/stay-informed/topics/article/2016/05/17/how-to-be-better-at-time-management-and-good-reasons-to-say-no>), pacing yourself is an **essential skill** in doing your work well. **Rushing tasks** is likely to lead to **errors** in your work, and to **wasting time** down the road. Like the old saying states, “**slow** and **steady** wins the race”, and so does effective **time management**. This supports our “Suggested Tasks” feature. [Retrieved, 3/6/2017]

### 3. RATIONALE BEHIND “MORNING REVIEWS”

According to The University of Kent (<https://www.kent.ac.uk/careers/sk/time.htm>), reviewing your to do list keeps your plan for the day as concrete as possible and it also enables you to take account of unforeseen changes. [Retrieved, 3/25/2017]

According to the book “Lawyers’ Skills 2007-2008” (<https://books.google.com.sg/books?id=4GjWAI14JEC&pg=PA198&lpg=PA198&dq=benefits+of+reviewing+your+to+do+list&source=bl&ots=kZ4QGGmO0S&sig=EZoTggtWIMuOX4bOAP5wIE70u2w&hl=en&sa=X&ved=0ahUKEwiGr6Tr3vDSAhXJQo8KHWK8A5k4ChDoAQgZMAA#v=onepage&q=You%20should%20also%20get%20into%20the%20habit&f=false>) by Julian Webb, Caroline Maughan, Mike Maughan, Andy Boon and Marcus Keppel-Palmer, you should get into the habit of reviewing your to do list to **see how well you are managing your priority tasks**. [Page 198, Retrieved 3/25/2017]

#### 4. RATIONALE BEHIND SORTING TO DO LIST ACCORDING TO PRIORITY

According to Wired.com (<https://www.wired.com/2016/03/best-to-do-list-app/>), the startup iDoneThis found that 41% of the tasks that users placed in its system were never completed. It was axiomatic that **the longer your list, the less you accomplish**. This supports FullUse’s feature of highlighting **high-priority tasks** such that the user sees them first. [Retrieved 3/6/2017]

According to The Regent Center for Entrepreneurship (<https://regententrepreneur.org/stories/prioritization-time-management-optimize-day-achieve-better-work-life-balance/>), you must **develop a way to prioritize your tasks** that works for you. Simply making a task list without any system for prioritizing tasks will leave you feeling **frazzled** and **overwhelmed**. [Retrieved 3/6/2017]