HOW I USE TICK-TICK

IN MY DAILY LIFE

Organize all aspects of your life

Get to-dos out of your mind, and get them done in less time.

To begin with, Tick-Tick is an applicaon which it assists people in becoming more organized and living a simpler life with complicated and adventurous curriculum. If you are organized person and you need to keep all your things in one place, this is definitely for you. Even if you are a person who cannot be organized, here is your chance, because Tick-Tick is the right place even for a mess. It has many tools that will help you become a beer version of yourself and many ways to gather everything to a place with your way.

The applicaon works for Android, IOS, Windows, MacBook and more. The Tick-Tick page is available with full descripon, and you can read everything by tapping here. Although, you can read my enre blog and then download ck-ck to check it out by yourself, or even beer you can check it first and then read my blog for movaon.
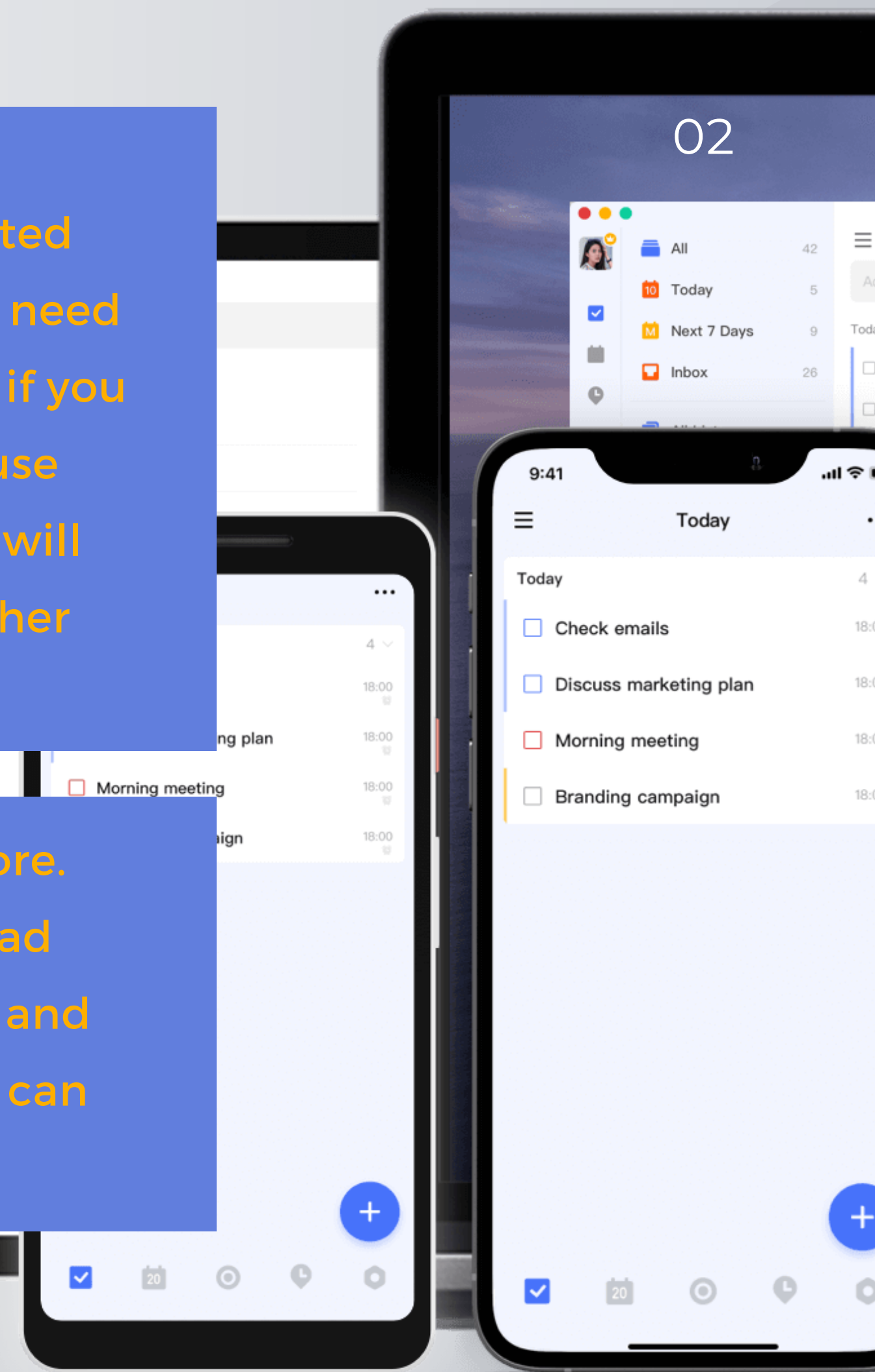
I 'm George and in this blog you will read how I use Tick-Tick daily. I promise when you finish reading this blog, you will gain new ways of getting organized, and then you will create your own way of getting things done. Feel free to share this blog with your friends, for a source of inspiration.

IT ALL STARTED

with my cult of trying out apps from the play store. When I first saw Tick-Tick, I thought that maybe it would be a good idea to use it, so I tried it out to see how it works. However, I was using Tick-tick for just the necessary daily routines that I was going to do. It looked something like this:

Tue	Wed	Thu	Fri	Sat
27	28	29	30	31
Sklavenit	Search about little	Ψωνια 29/10	Pay the net 30/10	
Search about Fest				

2	3	4	5	6	7
Τυπωσε τις σημει		Laundry tomorrow			
Sklavi					
In which domain w					

I had no intention of using "tick-tick" for organizational issues because I was the person who used to use pen and paper on these occasions. However, after a while, I realized that I was always holding my phone. I just thought I'd like to start using tick-tick to keep a note of everything I wanted to do, to be aware of what's coming up in the next few days or what I could add to my schedule. Thus, Tick-tick made my life easier. Also, by chance, I discovered the "tick-tick" app on my laptop, so I was relieved to be able to sync everything without relying entirely on my phone.

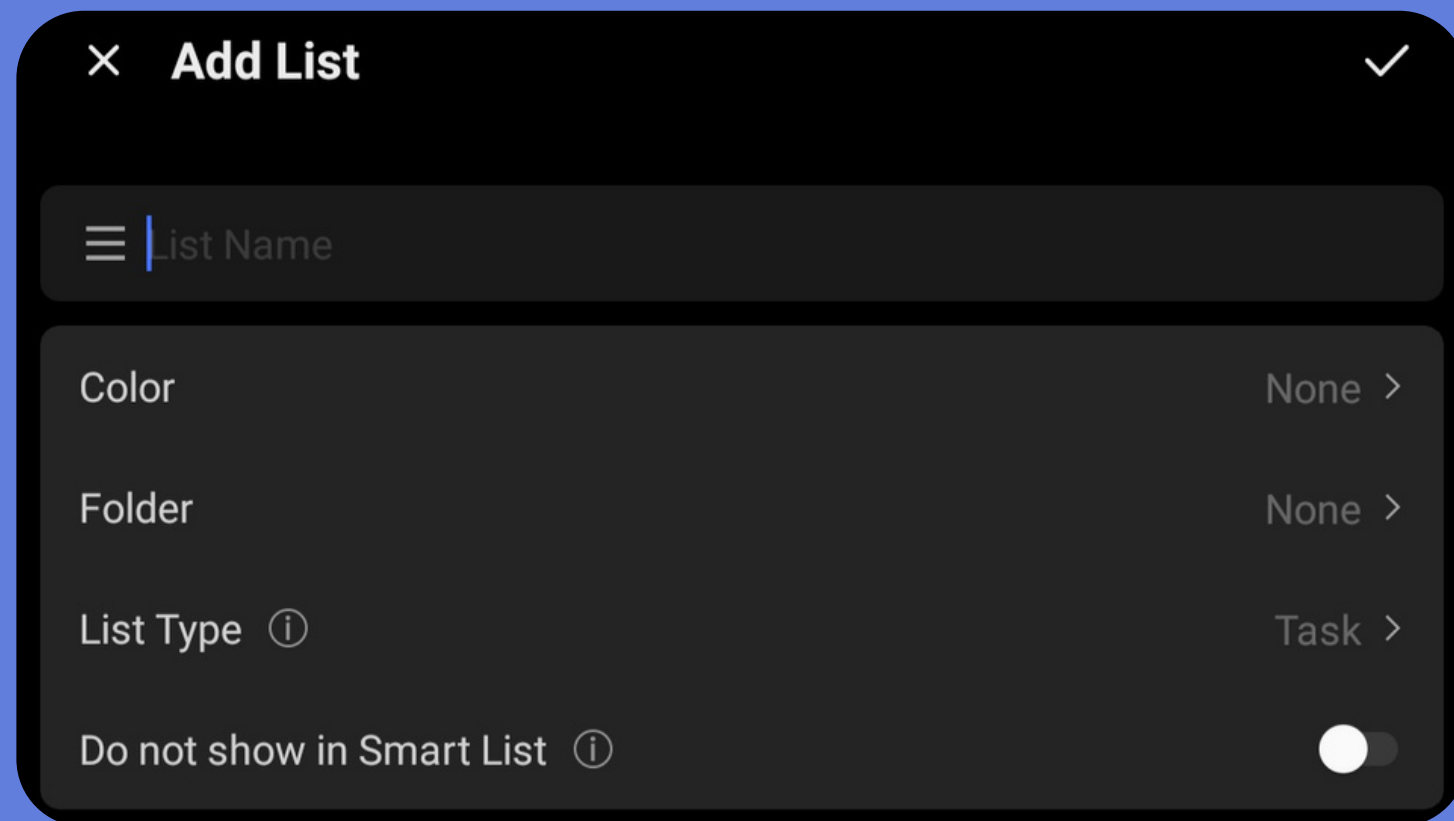| 9	10	11	12	13	14
ατρο tomorrow				Clean up your em	

| 17 | 18 | 19 | 20 | 21 |
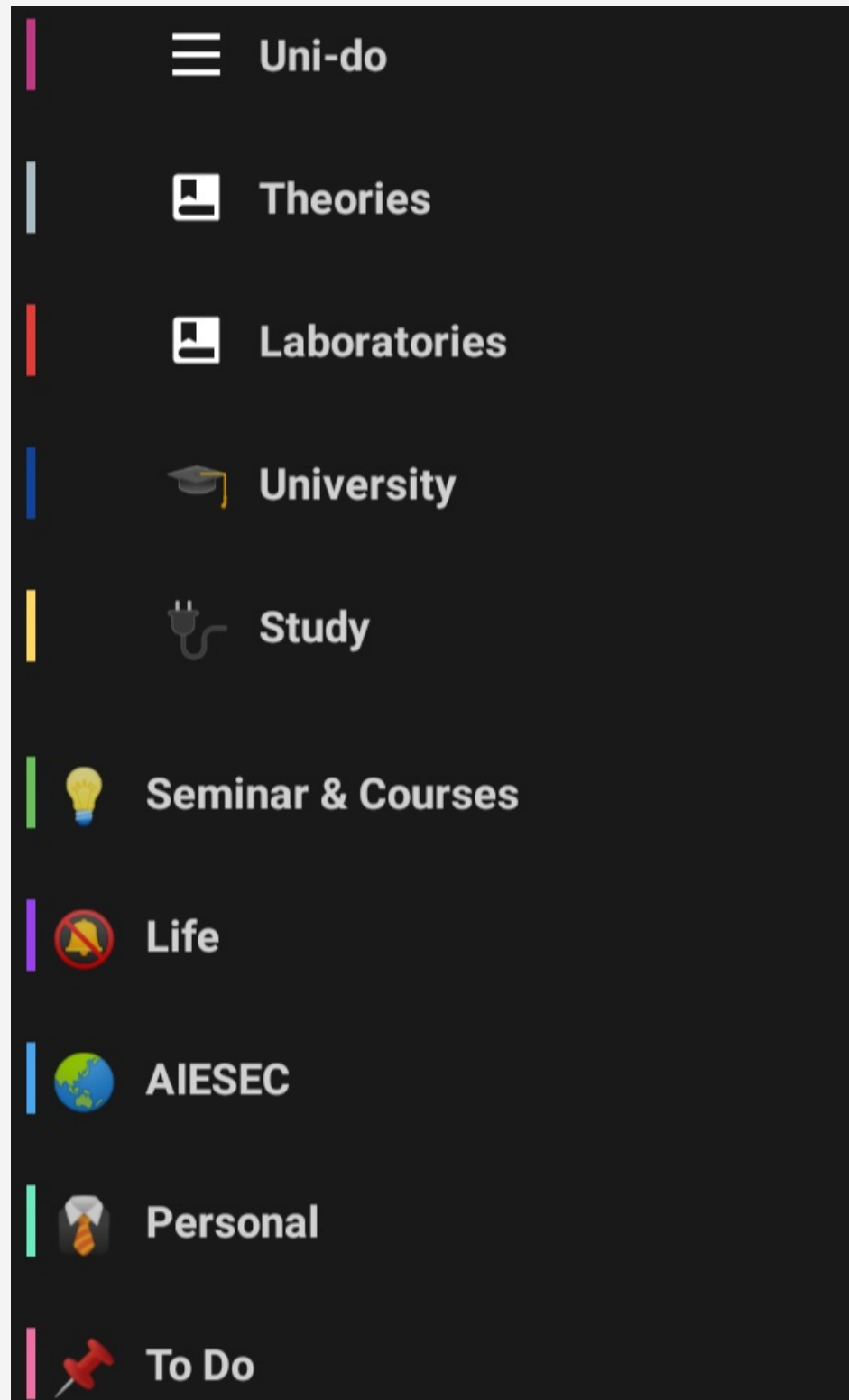
It didn't take long for the application to do exactly what I wanted it to do. I thoroughly searched for all the tools it possessed, and it began to resemble something like the picture to the right:

Tick-Tick creates its own lists when you first create an account, so you can simply edit them to make them look the way you want, or you can delete everything and start from scratch. To create a list you jut have to tap on:

LISTS

Then you can give your list a name, a color, and a type (list or note). You can even save the list as a file, as I did with my "Uni" folder (look at the next title).

Add List

List Name

Color	None >
Folder	None >
List Type ⓘ	Task >
Do not show in Smart List ⓘ	⬤

Furthermore, I divided everything into different categories for my own convenience. I've made a list of notes, university, life, personal, and to-do, as shown on the photo with my lists. I highlighted each one with a different color to see them at a glance by selecting a calendar per month.

THEORY- NOTES

I have made five lists in the Uni list, which are in a folder all together, with the Theory list being the first one. The Theory is the first. Every semester, I take notes for each subject, and thus when I have questions about the subject, I can find everything in the corresponding note:

When I have notes with questions, I copy the link to the corresponding subject note and add it to the schedule to see and answer all my questions! To copy a note's link, simply right-click on the note and select "copy link." Then you can use it however you want.

≡ Theories

📝 Artificial Intelligence
Created 24 Mar   ~Questions:~ ...

📝 Microelectronic Methodologies and Design
Created 13 Mar   1. What is doping that says in MOSFET encanceme...

📝 Microwave Technology and Remote Sensing
Created 27 Mar   ~Questions:~ ...

📝 Project Management
Created 9 Apr   Questions: ...

☐ Wireless Communications
Organize: ...

I use the same method as in the list "Theory" for the second one in my lists, "Laboratory", which is note type.
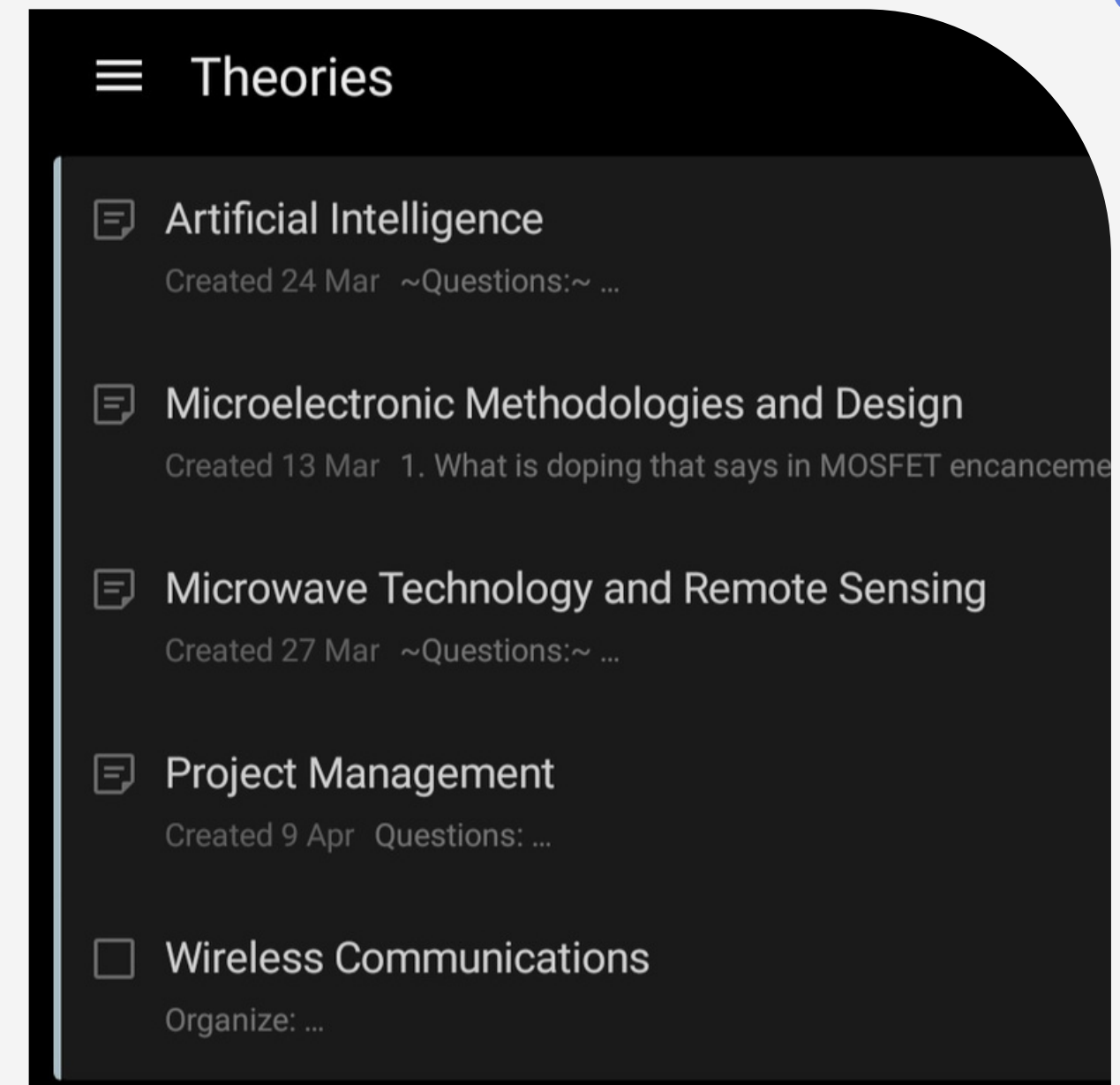
UNIVERSITY - LIST

The "University" list is the most critical in my entire schedule. It works for all my university subjects, tests, and examinations. I always do my curriculum with my subjects to make it easier to organize the rest of my week's activities. Also, I use hashtags to make it easier to tell if it's a lecture, lab, exam, or test. This is an example of a curriculum for my subjects and exams:

*side-note: They are faded because they are done.

Obviously, I don't write about the same task every day one-by-one. You can make the subject you want once by doing the following: Tap on the date and then on "set repeat"
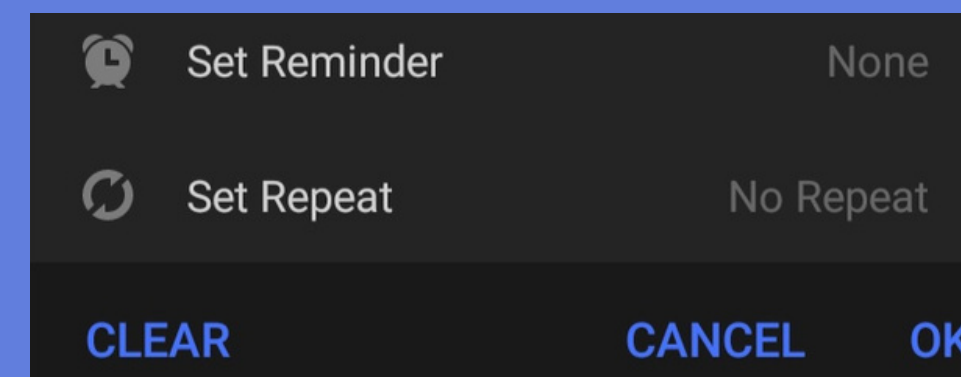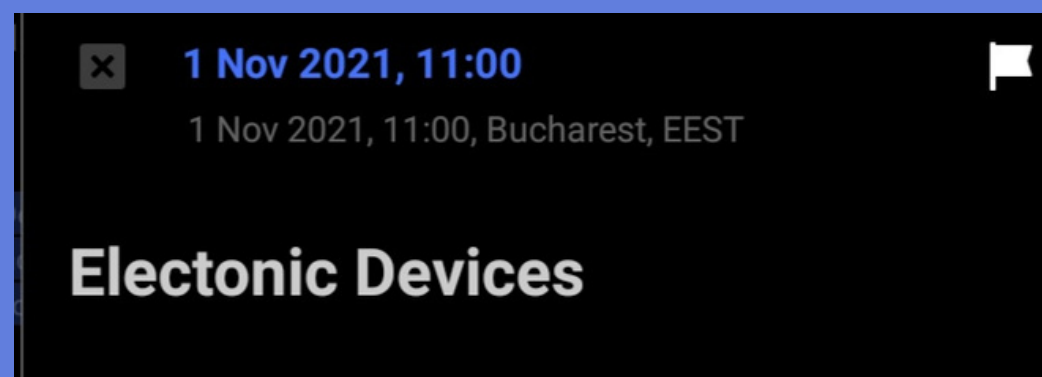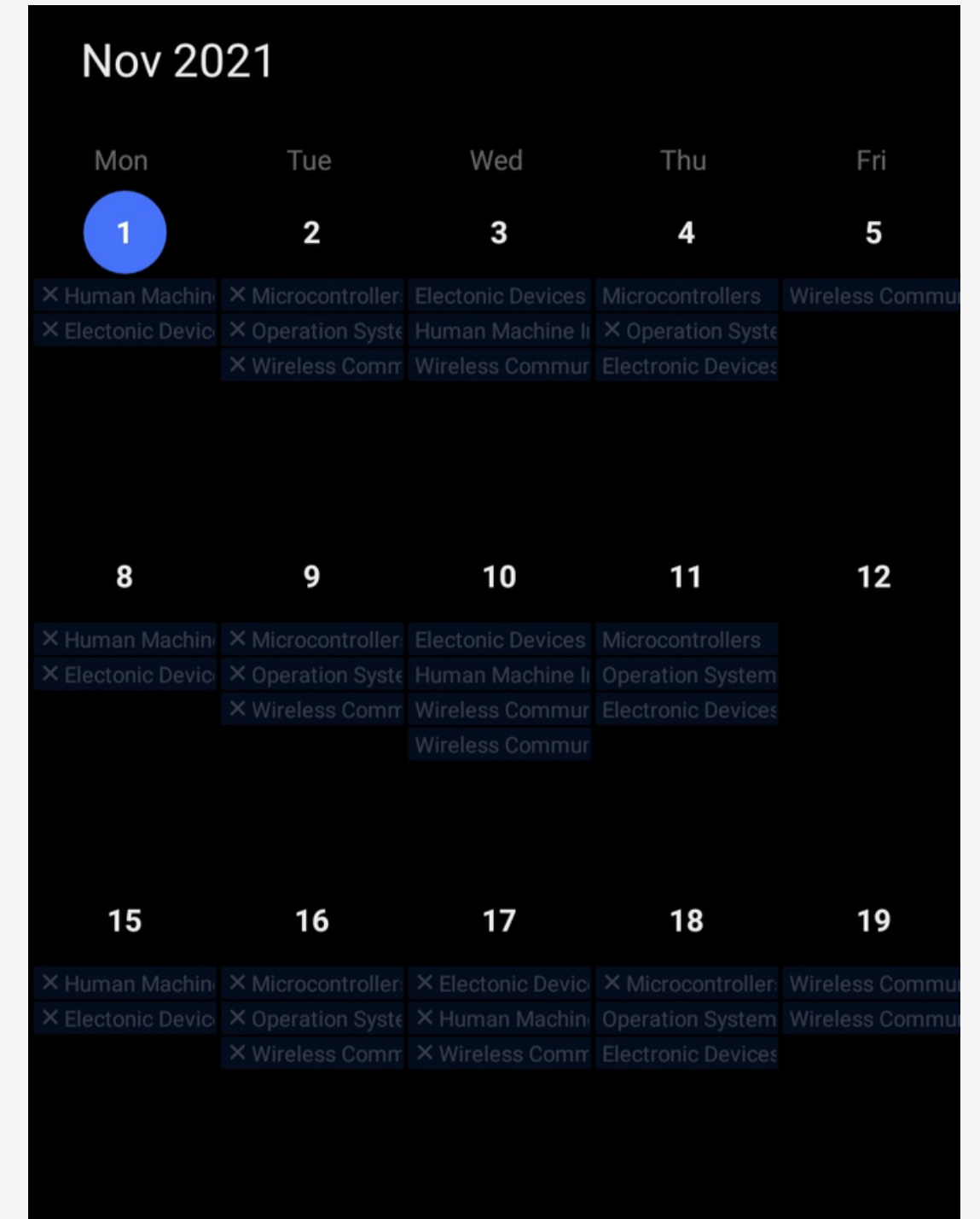
STUDY - LIST

The "Study" list is the second most crucial list in my schedule. Every day, when I leave a subject at university, I write down what I need to do in the scheduled subject, and then when I get on the bus, I check my curriculum to see where I can put the study for the corresponding subject. So, in this list, my curriculum looks like this:

STUDY - LIST

When it comes to studying, the Pomodoro technique, which tick-tick has as a tool, comes in handy. The pomo can be activated by clicking on the right bottom of a task, and then you can specify how much time you need to study and how long you need for a break. This technique will allow you to study for hours without becoming tired or experiencing headaches.
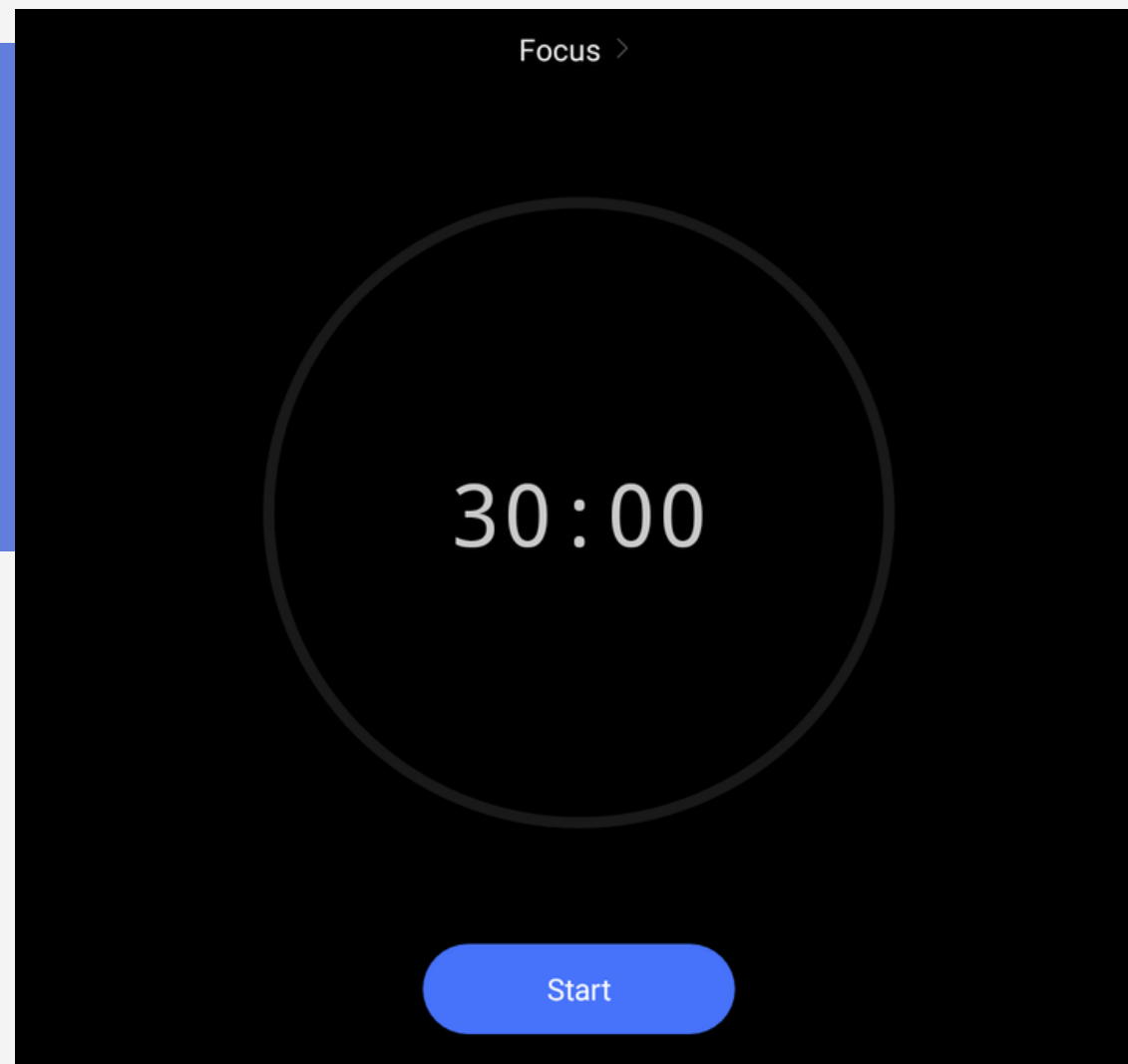
You might also can find pomodoro at the bottom bar:
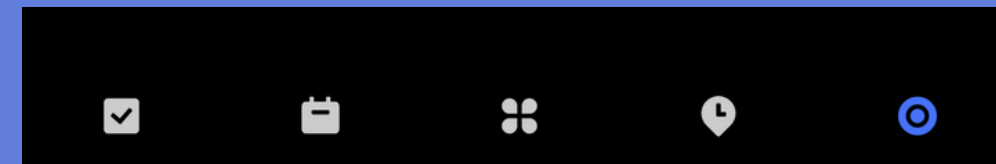
For example, on the subject from the above (Database Management System), I have a list of things that I want to study, and I start my pomo technique, half an hour by the time it starts. Then when the pomo ends, I have a 7-minute break to walk, eat, or do something to change my focus from the information.

OTHER LISTS

- <u>"Life" List:</u> I include life-related tasks. I use this list when I want to meet a friend, go for a walk, or do something else with someone.
- <u>"Personal" List:</u> It is used to achieve personal objectives. For example, going to the gym is something personal, or such as creating a personal website 😝
- <u>"To-do" List:</u> I put everything I want to do on this list. For example, I have a repetitive task that requires me to call my mother every two days at the very least.

FINAL SCHEDULE

SETTING GOALS

If you enjoy setting goals and taking on new challenges, tick-tick seems to be the best for you! You can set up different habits on tick-tick, as shown in the image to the right, and schedule them whenever you want to remind you.

Habits are useful because they allow you to keep track of your consistency and determine whether you are working on yourself or something you enjoy doing.

I use this habit, for example, to "read an article" for 31 days, and I set the reminder at 23:00 o'clock every night so I can confirm if I read an article that day and so I keep data of something I enjoy. You can also get an idea from the list that "tick-tick" has already provided.
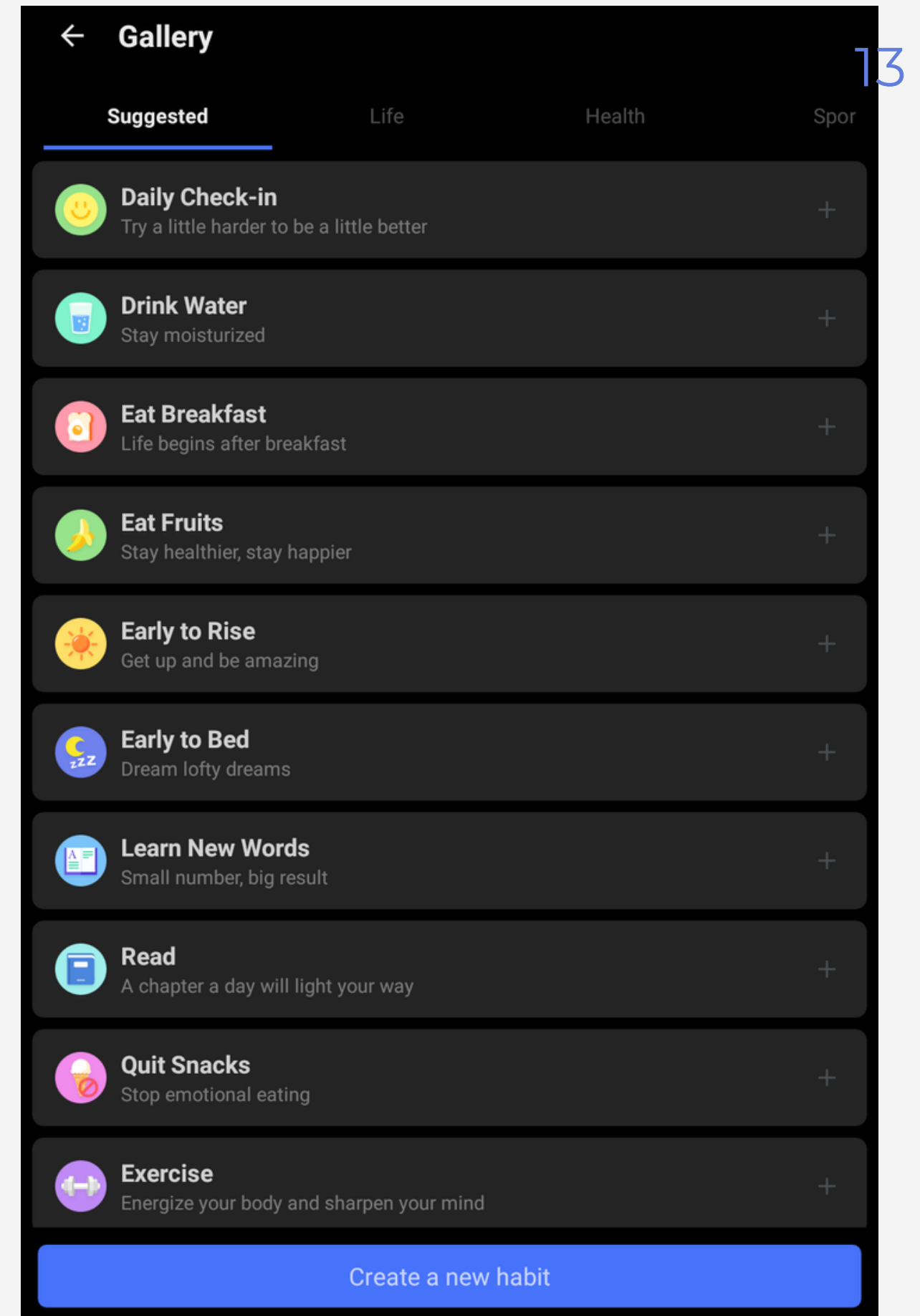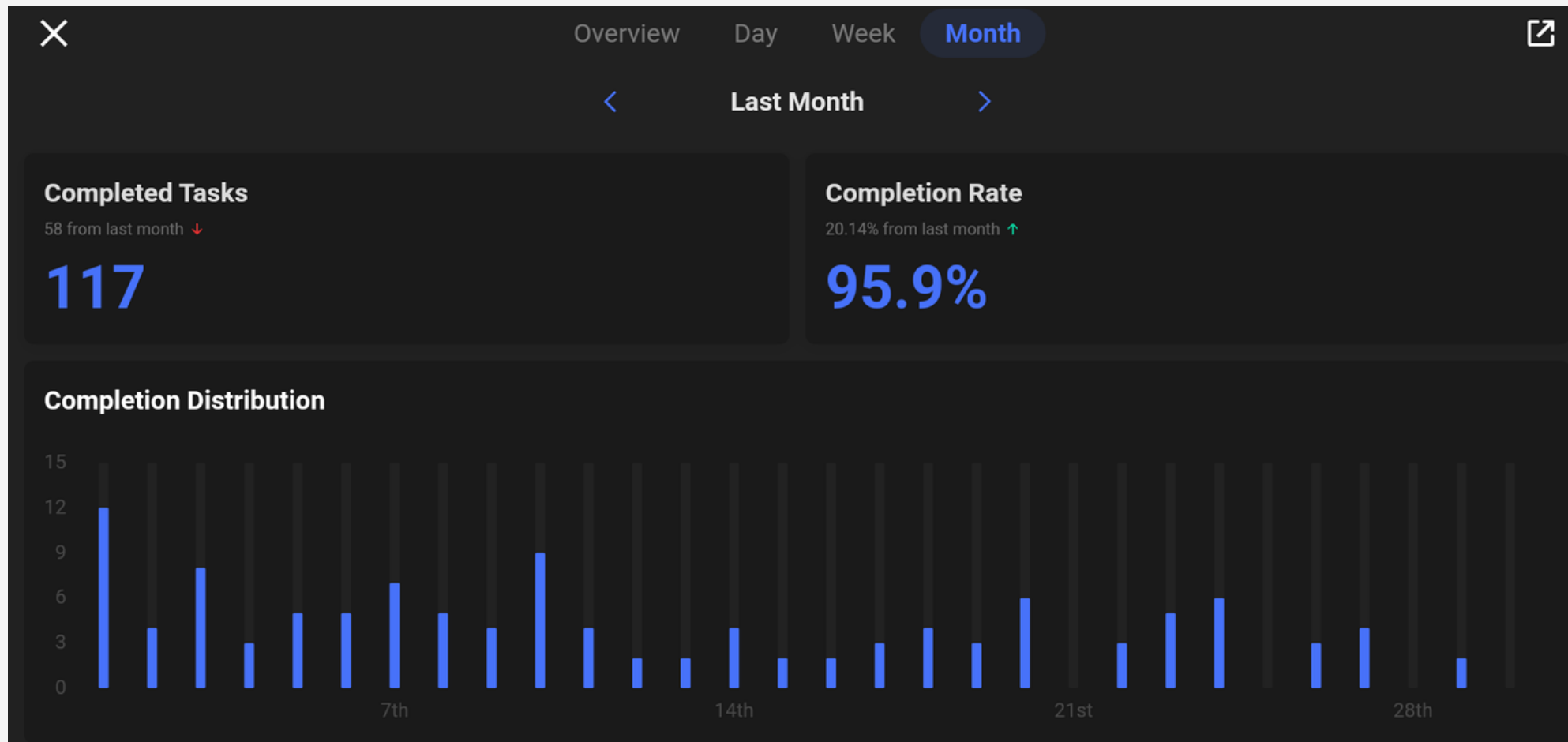
SUMMARY TOOL

Another feature of tick-tick is the summary, but it's only on laptop. You can choose a week, month, or days to show you what you did in your curriculum. This is very convenient because if you need to show things that you have done, you just must choose the right filter:
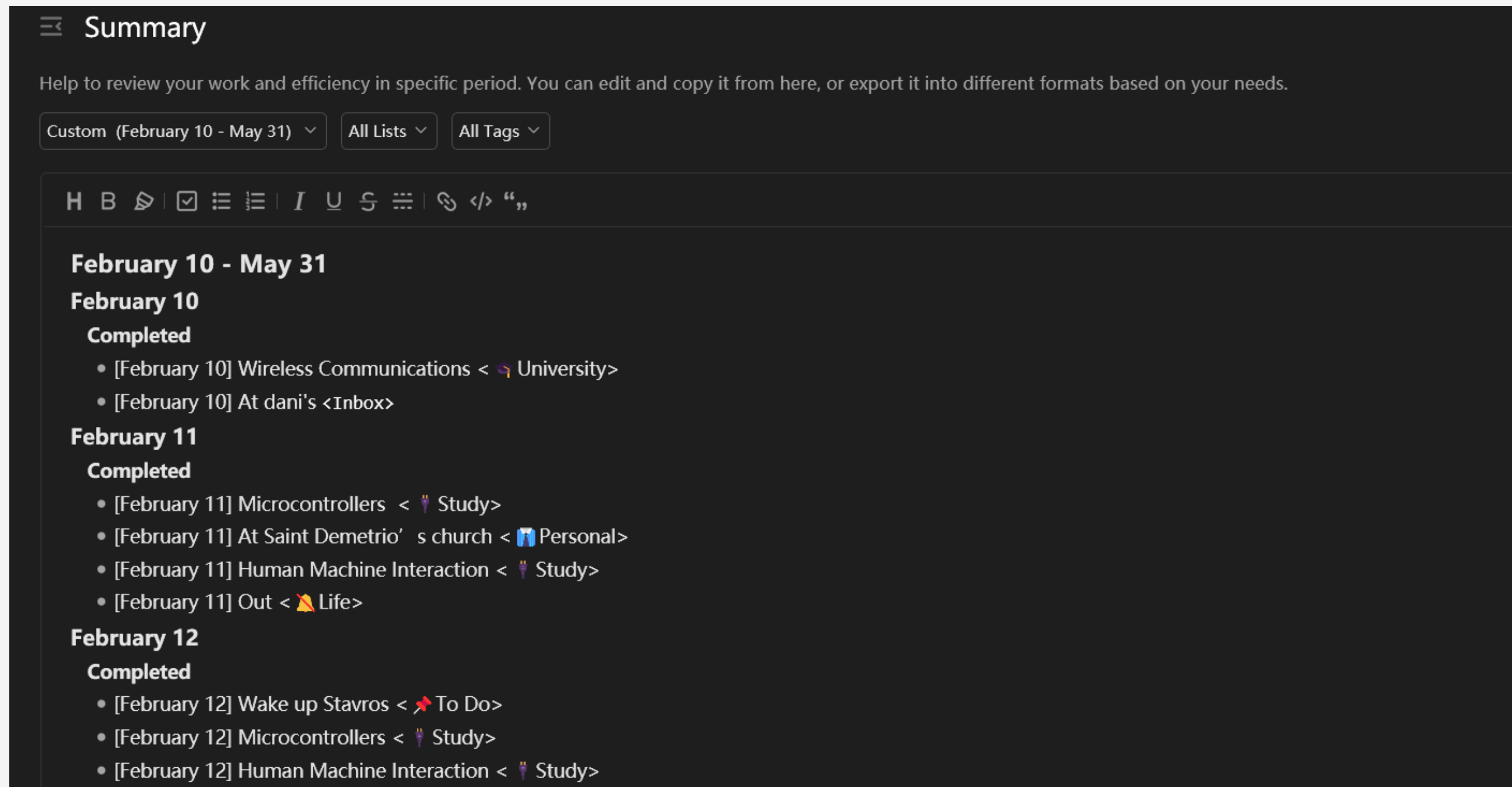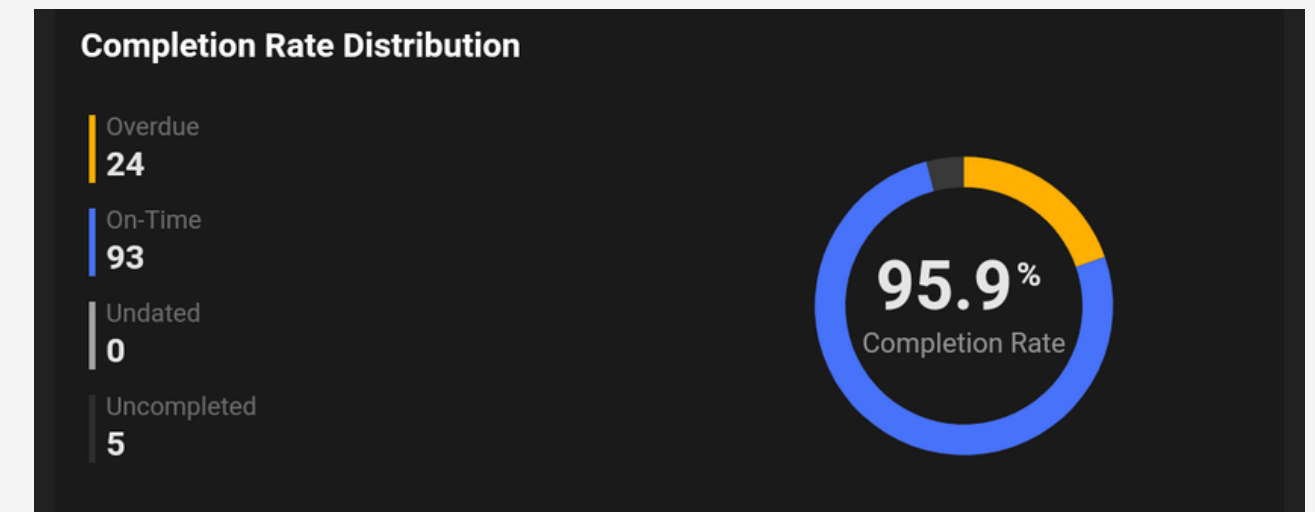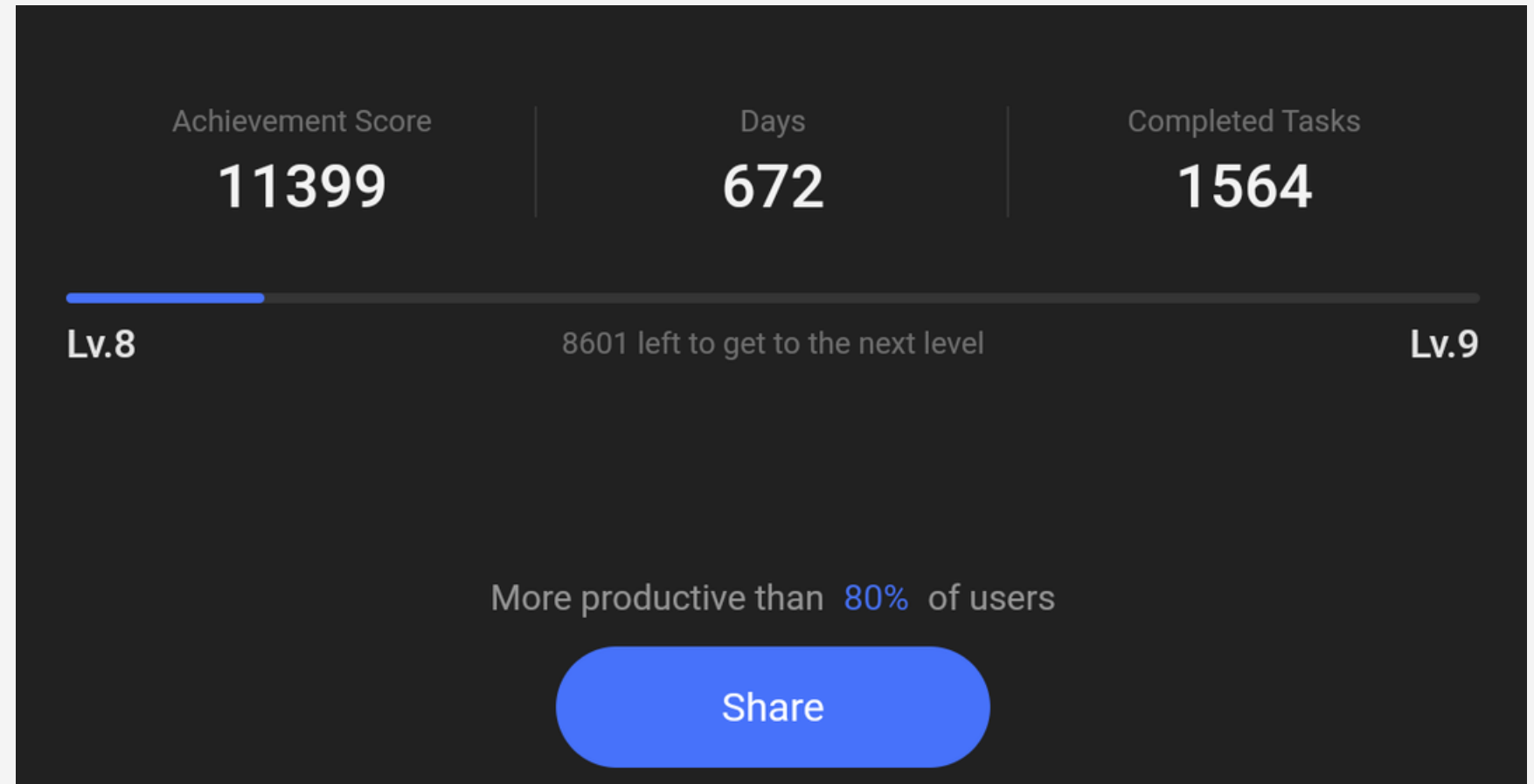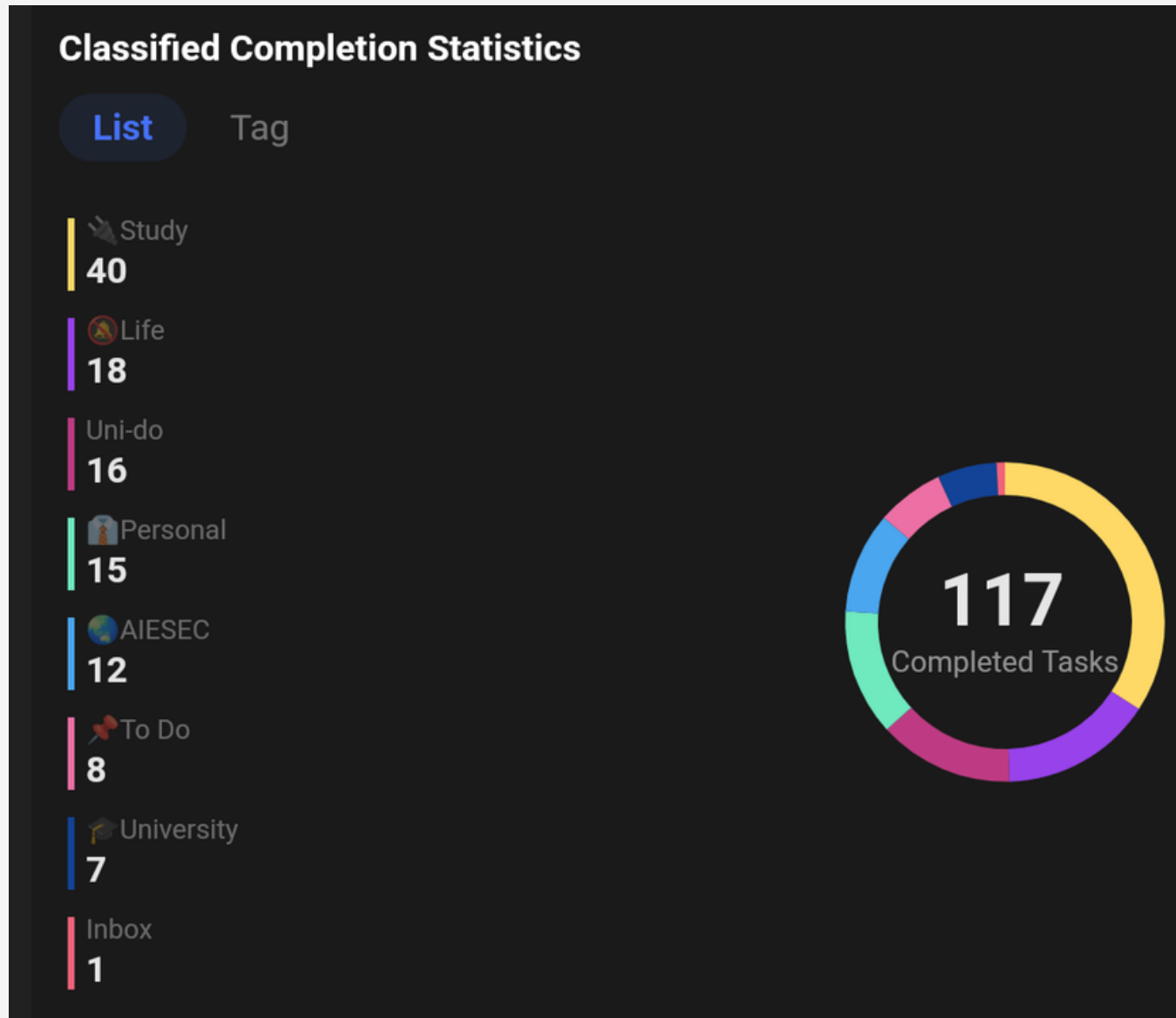
DATA EXTRACTION

In addition, the last and most amazing feature, in my opinion, is that tick-tick keeps statistical data on your productivity. You can check it out by clicking on your photo profile, where you will see various categories of data:

From here you can check how on time you are per month, week, or day:

DATA EXTRACTION

Classified Completion Statistics

List Tag

Study
40

Life
18

Uni-do
16

Personal
15

AIESEC
12

To Do
8

University
7

Inbox
1

117
Completed Tasks

Achievement Score
11399

Days
672

Completed Tasks
1564

Lv.8 8601 left to get to the next level Lv.9

More productive than 80% of users

Share

Also, here you can check the balance between your lists.

Last but not least, you can see the productivity level based on your done-tasks. As you can see I am at the 80% of productivity compared with other users. For me, it's just an amazing feeling seeing myself extend its development!

CONCLUSION

In conclusion, after a long period of tick-tick usage, I decided to purchase a yearly subscription. That is because I noticed that my productivity had increased unexpectedly (some of the things you see from above are in the subscription). Also, I had a successful semester at university, which I believe "tick-tick" gave me the chance to stay organized to the greatest extent possible. You can be inspired by how I organize myself and come up with more ideas on your own to make yourself feel more at ease with it.

THANK YOU

for taking the time to read this. I hope it was a source of inspiration for you, and if you have any questions or need some help with being organized, please contact me via social media. Feel free to message me even to share your ideas of new ways of getting organized with tick-tick.