Distraction, Multitasking & Time Management

Recap-Tasks

Sherry Turkle…Alone Together

What does Sherry believe about technology as a distraction to connecting with others?

What role do parents play in modelling multi-tasking behaviours using their devices?

Do you agree with her views or not?

What did you take away from her talk that gives you reason to pause and change a behaviour or a habit?

‘Always ON and Always ON us…Multi-Tasking to Multi-Lifing.’ Do you agree?
THE COMMON SENSE CENSUS
MEDIA USE BY TWEENS + TEENS

This 2015 national survey details the media habits and preferences of American 8- to 18-year-olds and shows just how central a role media plays in the lives of Generation Z.

AVERAGE DAILY MEDIA USE
Excluding time spent using media for school or for homework

**TWEENS**
6 hours
5:55 Total Hours
4:36 Hours of Screen Time

**TEENS**
9 hours
8:56 Total Hours
6:40 Hours of Screen Time

Multitasking: The New Normal
Many teens use media while studying, and most think it has no effect on the quality of their work.

- 50% use social media
- 55% watch TV
- 60% read
- 76% listen to music

While Doing Homework, Teens...

BOYS ARE FROM XBOX, GIRLS ARE FROM INSTAGRAM
Average daily time used for social media and gaming is strikingly different.

**TWEENS**
- Video Games: 43 mins.
- Social Media: 26 mins.

**TEENS**
- Video Games: 56 mins.
- Social Media: 1 hr. 32 mins.
Impacts of Media Multitasking on Children’s Learning and Development.

Media multi-tasking is defined as engaging in multiple media activity simultaneously including multiple windows on single media platform and/or multiple media [e.g. web surfing while watching TV].

... multitasking maybe influenced by contextual factors, such as bedroom media and parental mediation, as well as individual differences such as age, gender, attention problems & Internet addiction.
With multifunctional digital devices, opportunities to multitask have increased significantly, and multitasking has become more of the norm than the exception.

People are constantly engaged in “continuous partial attention,” whereby they simultaneously process multiple streams of information without fully committing to a single activity (Jones, 2005).

Since people can only handle one decision making process at a time, the way to handle two simultaneous processes is to make one of them automatic so it requires no decision-making.

.. In general dividing attention has been shown to disrupt memory encoding and reduce subsequent recall.

‘Texting, emailing, and posting on Facebook and other social media sites are by far the most common digital activities students undertake while learning...’

‘Under most conditions, the brain simply cannot do two complex tasks at the same time...this can only occur if one of the tasks is automatic...and requires no decision making.

‘..but listening to a lecture while texting, or doing homework and being on Facebook—each of these tasks is very demanding, and each of them uses the same area of the brain, the prefrontal cortex.’
'…evidence from psychology, cognitive science, and neuroscience suggests that when students multitask while doing schoolwork, their learning is far spottier and shallower than if the work had their full attention. They understand and remember less, and they have greater difficulty transferring their learning to new contexts' 2013 blogs.kqed.org

Sleep is Key to Effective Learning

Academics from the Department of Psychology at Royal Holloway University found that learners were able to remember and consolidate material more effectively having slept on the new information.

The research also suggested that learning material in stages and getting enough sleep in between sessions, meant students were better able to make connections and remember information, putting paid to the belief that 'cramming' before an exam is an effective means of revision.

Professor Rastle 2015

"While you are resting, you are consolidating the information…the hippocampus replays the information and it gradually becomes encoded in the neocortex."

"Research has demonstrated that nighttime light exposure suppresses the production of melatonin, the major hormone secreted by the pineal gland that controls sleep and wake cycles…"

Therefore, a reduction in melatonin at night is associated with subjective levels of sleeplessness.

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Blue Light & Melatonin Suppression

It is well established that short-wavelength or “blue” light is the most melatonin-suppressive; this is the type of light typically emitted by devices such as televisions, computer screens, and mobile phones.

Program called flux, a program that makes the color of your computer’s display adapt to the time of day, warm at night and like sunlight during the day.

This program can be installed on computers, iPads, and iPhones, and may have a significant effect on your melatonin secretion when using these devices at night.

The best part about this program is that it turns on automatically in response to the daylight in your particular time zone, so there’s no need to remember any adjustments to the screen.

justgetflux.com

Australian family screen time

Fall asleep while using a device
Parents: 17%
Children: 39%

Using devices during meal times
Parents: 15%
Children: 19%

Using devices between 9pm and midnight on school nights
Parents: 62%
Children: 74%

Source: Telstra Cyber Safety: Balancing the Screen Time Survey 2015

what the internet is doing to our brains
Is multi-tasking deepening generational segregation by promoting more intensive communication with peers and less between generations?

Children & teens need effective strategies, tools & techniques with which to navigate the sea of information surrounding them.

Teaching them how to organise & manage information could help improve productivity & develop more intentional media use.

Parents, teachers and young people need to know how to leverage medium multitasking habits to enhance learning...and when tasks require total focus.
Tech Breaks

To satisfy their cravings for electronic communication: After they’ve laboured on their schoolwork uninterrupted for 15 minutes, they can allow themselves 2 minutes to text, check websites, and post to their hearts’ content.

Operating systems

Parental Controls

Both Microsoft's Windows and Apple's Mac OS come with built-in parental controls.

When you create user accounts, you can select different protections for different users.

NO Self Control? There’s an App for That

Save time. Stop procrastinating.

Use Cold Turkey to temporarily block social media and games while you study.
SelfControl is a free and open-source application for Mac OS X that lets you block your own access to distracting websites, your mail servers, or anything else on the Internet. Just set a period of time to block for, add sites to your blacklist, and click "Start." Until that timer expires, you will be unable to access those sites—even if you restart your computer or delete the application.

**Features**

- **Block Websites**: Add an unlimited number of websites that you would like blocked. You can also import text files containing domains separated by new lines or carriage return.
- **Block Applications**: In the special versions, prevent yourself from wasting time playing games by adding an unlimited number of executable files to block.
- **Computer Wide**: Add a site to your blacklist, which will block the entire computer.
- **Scheduled Blocks**: In the special versions, block certain groups of sites at certain times. The schedule will be renewed weekly until you change it.
- **Login Settings**: Stick to your goal by locking the timer or schedule until a certain time. If you block more than once, all sites will be blocked until you unlock your computer.
- **Wildcards and Exceptions**: In the special versions, you can use wildcards by using an asterisk in a domain. To block the entire Internet except a few sites, block "*.*" and then add exceptions to allow certain sites.

**Time Management Apps**

- **Handle**
  - **Free**
  - **iPhone-iPad**
  - Organize and prioritize everything in one place with your Timeline.

- **Todoist**
  - **Free**
  - **iPhone-iPad**
  - Set reminders to grab your attention at the right time or place.

- **Wunderlist**
  - **Free**
  - **iPhone-iPad**
  - Instantly turn your emails into to-dos or appointments with just a swipe.

- **Awesome Note**
  - **Cost**
  - **iPhone-iPad**
  - To do/calendar/reminder/memo

Users of older OS versions can download SelfControl 1.5 for Mac OS X 10.5+.