

How *VibraLITE*[®] can help with:

TIME MANAGEMENT

Time is an invaluable commodity and there just never seems to be enough of it. Much of time management comes down to effective scheduling of your time and sticking to that schedule. Using a "VibraLITE" Vibration Alarm watch with Auto Repeat Countdown Timer is the helper you have been looking for. Vibrations on your wrist will alert you without disturbing or alerting others. .

Your daily activities should include 5 to 10 minutes writing your "to do list". Whether you want to do this list first thing in the morning or each evening, set an alarm to remind you. The Countdown Timer on "VibraLITE" can be quickly set for this allotted time and will remind you when the time is up.

Set Priorities with time boundaries and reduce time you spend on activities that are not a priority. Identify the time you have available for each task and dedicate that time appropriately during your day. Schedule you most challenging projects during your "peak energy period" of the day and set an Alarms to remind you. Rather than bouncing around from task to task and doing a task more often than required (checking e-mails, catching up with phone calls) allot specific times for specific tasks and set alarms for follow through. Don't plan on multitasking, as it can become a time waster. Plan to do one task at a time and then move on to the next. Setting alarms will alert you when a task is to be done and help you stick to the schedule.

Taking regular breaks from our activities also enables us to be more productive. Set "VibraLITE" to remind you to take a break or to stretch and move and you will find that the time that you do spend on tasks or projects will give more effective results.

Set an alarm for that important time each day to be alone. This is time spent in quietness, to gain new perspective and evolve refreshed. The Countdown Timer can be easily set for the 15 or 20 minutes you deserve and you will be reminded to get back on track when your scheduled time is up.

Plan ahead to be "on time". Setting an alarm for 5 minutes before departure time so you can stop what you are doing and another alarm for when it is time to leave is so easy with "VibraLITE". Another option is to select a model that automatically gives you a short reminder at 10 minutes before zero and again at 5 minutes before zero on the Countdown Timer. When the Countdown Timer is set to be activated at your departure time you get reminders ahead of time so you can stop what you are doing.. You can use these same functions on the Countdown timer for reminders to keep on schedule. Example: If you have an appointment every hour, the auto repeat countdown timer would be set for one hour. At 10 minutes and again at 5 minutes before each hour you would be reminded with a short vibration that the appointment time is coming to an end, allowing you to finish up accordingly.

Doing an "Activity Log" to help you analyze how you actually spend your time is often helpful. An easy way to keep track of time spent on each activity is to use the Stopwatch on "VibraLITE". Reviewing your Activity Log gives you the opportunity to make necessary changes.

DISCLAIMER

GLOBAL ASSISTIVE DEVICES, INC. DOES NOT ACCEPT ANY RESPONSIBILITY WHATSOEVER FOR ANY INCONVENIENCE OR NONCOMPLIANCE FOR MEDICATION OR ANY OTHER PURPOSE THE "VibraLITE" WATCH IS USED FOR.

CONSULTATION WITH YOUR MEDICAL PROVIDER SHOULD ALWAYS BE DONE WHEN ATTEMPTING TO CONTROL OR TREAT ANY MEDICAL CONDITION.