

# Tactile time management. Improved Pomolego



10 min daily prep



- 16 4x2 bricks
- 1 'commit' tub
- 1 'done' tub
- Kitchen timer

## Why?

Have you ever asked yourself 'where did my time go today?'. The improved Pomolego will help you **plan your discretionary time, focus while you are working and track how you progress against your commitments.**

## What?

Break up your discretionary work time into half hour periods. You have up to 16 chunks of time in your day. We'll call each chunk a Pomolego and represent it by a single LEGO® brick.

**A Pomolego consists of 25 minutes of focussed work and a 5 minute break.** We plan how many Pomolegos we can achieve at the start of the day and complete them in sprints.

## How?

### Plan your day

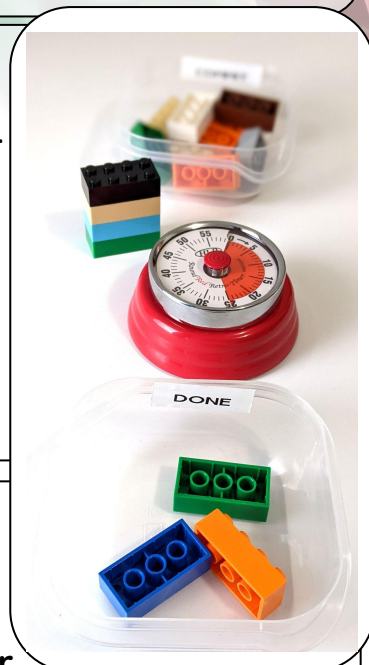
- Check your diary for discretionary work time.
- Place **one brick into a 'commit' tub for each half hour.**
- Prepare a **prioritised list of tasks** to complete for the day.

### Complete a Pomolego sprint

- Take **3-4 bricks from your 'commit' tub** and click them into a stack.
- **Select your first task, set the timer to 25 minutes and start work.**
- If you complete your task, go straight onto the next one.
- **When the timer rings, take a brick from your stack and add it to the 'done' tub, then take a 5 minute break.**
- When you clear your stack, take a longer break, then go again.

### Review your day

- Return any bricks representing incomplete Pomolegos to the 'commit' tub.
- Your **output score** is the number of bricks in 'done' and shows how much you got done
- Your **focus score** is the number of bricks in 'done' less those in 'commit' and shows how well you achieved what you committed to.



This article was inspired by the Pomodoro Technique® (<https://francescocirillo.com/pages/pomodoro-technique>) and its LEGO® brick incarnation (<https://www.makeuseof.com/tag/how-to-use-legos-to-manage-your-time-better/>)

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