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FOR STUDENT SUCCESS

POMODORO PLANNER

The Pomodoro Technique is a time management method that helps you stay focused and productive while avoiding burnout. It works by breaking your study or work time into 25-minute focused sessions (Pomodoros), followed by 5-minute breaks. After completing four Pomodoros, take a longer 15–30 minute break to recharge.

Steps to Use This Planner:

1. List your tasks: Write down what you need to work on today. Break larger tasks into smaller steps if needed.
2. Estimate Pomodoros needed: Decide how many 25-minute sessions each task will take.
3. Track your progress: Mark off each Pomodoro as you complete it.
4. Use your breaks wisely: Choose quick, refreshing activities like stretching, grabbing a snack, or reviewing notes. Avoid distractions like social media.
5. Reflect on your study session: Note what went well and what you can improve for next time.

TASK	START TIME	END TIME	BREAK ACTIVITY