



# Productivity 1.0

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## WHAT IS PRODUCTIVITY?

Modern operating systems include software which monitors how much of the CPU and memory each application is currently using. These applications are only useful in presenting a small snapshot of what your computer is doing. They do not provide any useful feedback about what your typical work day is like... that is where Productivity comes in.

Productivity is an application to profile your interactions with your computer. Use this utility to help you evaluate the productivity of your day, week, month or even year. Here are just a few of the questions you can answer by using this software:

- Which application did I use the most today?
- How much time do I spend with email and web browsing?
- Did I use “Software A” or “Software B” more often this year?
- What is the average CPU usage for each application?
- What is the total time today I spent in “Office” applications?
- Do I use the Mouse or the Keyboard more often?
- How much time did I actually spend working today?

## HOW DOES PRODUCTIVITY WORK?

Productivity works in the background by keeping track of certain user interactions. Every second, Productivity records the foreground application (the one you are using right now), how long you have been using it, and the average CPU usage. Then checks are performed on the user interaction, including how often you use the Mouse, Keyboard and other input devices. (Note: Productivity does not record particular key input, only that the keyboard has been used).

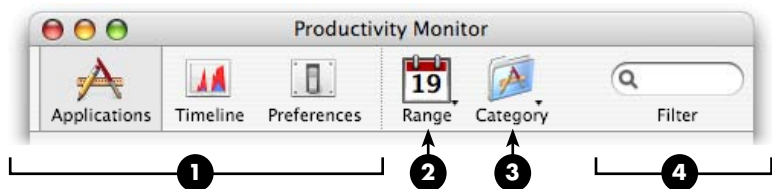
Productivity is only aware of actions you perform within the foreground application while the Productivity software is running. For example, Productivity is not aware of the time you spend: on the phone, discussing projects with co-workers or clients, reading a passage in a reference book, thinking about a problem, running errands or other important tasks that do not involve your computer. Obviously this does not mean that you are not being productive; it just means that you are not using the computer.

Productivity can not distinguish between the types or quality of tasks you do within a particular application. For example, you might be using your favorite web browser for business related research or you might be using it to shop for the latest electronic gadget for your home entertainment center — Productivity only records that you were using the web browser.

The important point to remember is that Productivity is only a tool to help you evaluate how productive you spent your day.

## TOOLBAR OPTIONS

When you open the Productivity monitor window, you will see a familiar OS X toolbar (shown below). Use the options to switch views and provide constraints on the results.



### 1. MONITOR VIEWS

Use these buttons to switch between the different views of the monitor window.

The first view is the **Application List** which displays information for each application including: the application name, the time the application is in the foreground, the active user time, the usage percentages for the mouse, keyboard and other input devices, and the average CPU usage.

The next view is the **Timeline**, which displays user and CPU activity over a period of time.

The last view is the **Preferences**, which allow you to modify the Timeline graph colors and organize applications into categories.

## 2. LIMIT BY RANGE

Use this option to provide time-based limits to the results displayed by the **Application List** and the **Timeline** views. Recent range options include Today, Yesterday, This Week, Last Week, This Month, Last Month, This Year and Last Year. In addition, you can view cumulative totals for all Sundays, Mondays, Tuesdays, Wednesdays, Thursday, Friday, Saturday, Weekdays, and Weekends.

## 3. LIMIT BY CATEGORY

Use this option to provide category-based limits to the results displayed by the **Application List** view (not available for the **Timeline** view). This allows you to display separate totals for applications part of each group, and even hide some applications from being reported. Category options for the Category Limit include: All, General, Professional, Office, Communication, Entertainment, Utilities, and Games.

Individual application categories are set using the **Preferences** panel, and by default all applications are considered to be part of the “General” category. The “All” option will display all applications except for the applications set to “Ignore” in the Preferences.

## 4. SEARCH FILTER

You can further limit the results displayed by the **Application List** and the **Timeline** views by using the Search Filter. This will display all applications names which contain the search string. For example, searching for “photo” might display iPhoto, Adobe Photoshop, etc...

## APPLICATION LIST VIEW

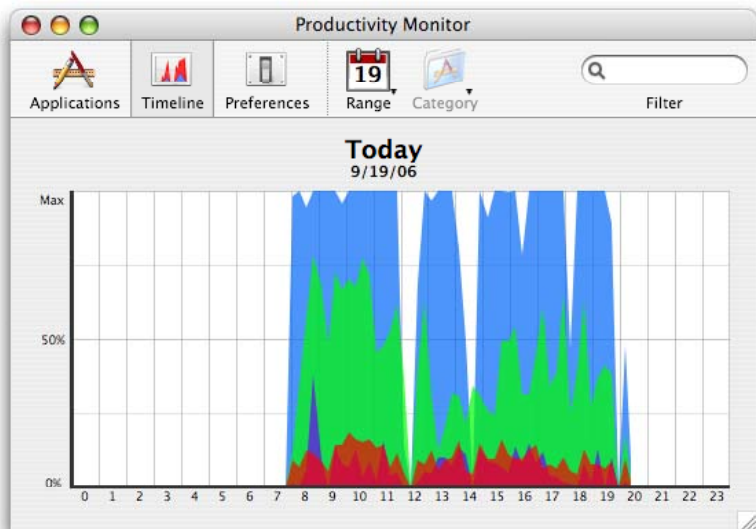
You can get to the Application List view by clicking on the Application mode button at the top of the Toolbar, or by going to the menu “View” > “as Application”, or by the keyboard shortcut **⌘1**.

Application	App Active	User Active	M	K	O	CPU
Productivity	00:02:31	00:02:31	32.5%	6.6%	2.6%	3.0%
Mail	00:40:16	00:40:08	27.0%	2.4%	11.0%	10.2%
Safari	00:32:08	00:30:03	17.7%	0.4%	11.5%	11.4%
Software Update	00:00:35	00:00:35	31.4%	0.0%	2.9%	9.6%
Finder	00:07:43	00:07:43	72.8%	2.4%	8.2%	3.9%
Adobe Photoshop CS2	01:32:44	01:31:17	60.3%	9.4%	4.3%	20.7%
Calculator	00:03:31	00:03:31	19.9%	1.9%	10.0%	2.5%
Adobe InDesign CS2	05:18:16	04:54:58	41.2%	8.9%	16.1%	11.0%
ScreenSaverEngine	01:40:38	00:21:33	0.3%	0.0%	19.4%	2.1%
Preview	00:03:29	00:03:29	54.1%	1.0%	17.7%	6.9%
TextEdit	00:05:51	00:05:51	23.4%	12.3%	22.2%	2.9%
<b>Totals:</b>	<b>10:09:54</b>	<b>08:23:51</b>	<b>40.7%</b>	<b>7.4%</b>	<b>17.5%</b>	<b>5.2%</b>

At the bottom of the view, the totals are displayed for Active Time, User Time, and averaged percentages for Mouse, Keyboard, other input devices and for CPU usage.

## TIMELINE VIEW

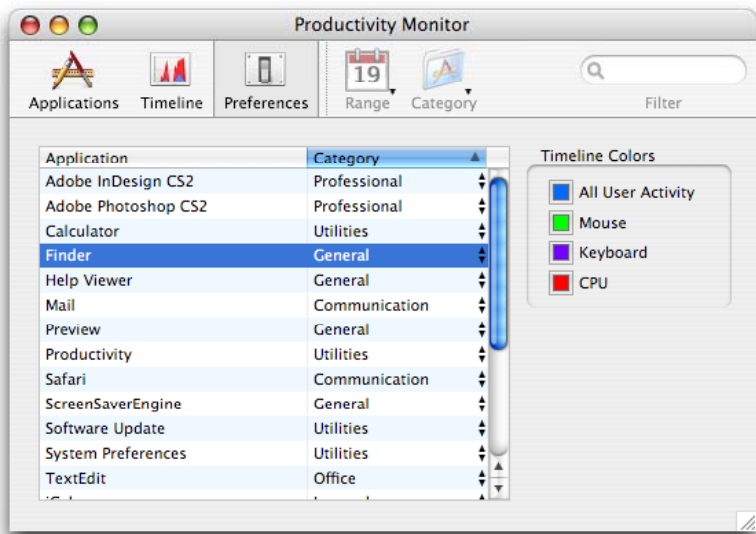
You can get to the Timeline view by clicking on the Timeline mode button at the top of the Toolbar, or by going to the menu “**View**” > “**as Timeline**”, or by the keyboard shortcut ⌘2.



The graph shows User, Mouse, Keyboard and CPU activity during the time **Range** selected. You can hide or show individual activity components by going to the menu “**View**” > “**Timeline**” > and selecting the appropriate text. By default, all components are shown.

## PREFERENCES

You can get to the Preferences view by clicking on the Preferences mode button at the top of the Toolbar, or by going to the menu “**Productivity**” > “**Preferences...**”.



The Preference panel allows you to modify the colors for the Timeline and to set the Application Category for individual applications. By default, all applications are set to “General” and if you choose to use this feature you will need to define each applications. Applications which are set to “Ignore” are excluded from the results.

# ADDITIONAL INFORMATION

## OPEN AT LOGIN

To get the most out of Productivity software, we recommend that you enable Productivity to “Open at Login”, which is to set it as a Startup Application. Productivity does not automatically set itself to be a Startup Application; instead it is up to enable.

There are two ways to enable Productivity to be a Startup Application. The first is to launch Productivity, and while it appears in the Dock, click and hold until you see several menu options appear, and then select “Open at Launch”. Some versions of OS X may not have the Dock feature, so you can also set an application to be a Startup Application by going to the **System Preferences**, select the **User** panel, select the “Login Items” tab and adding Productivity to the list of applications.

## USER ACCOUNTS

Productivity is not designed to be a multiple user application. If you launch Productivity from another user account, Productivity will create a new data set.

