

My FOCUS

Work Tasks

- Starting Work
- Doing Job
- Leaving Worksite
- Work Instructions
- Feedback
- My Goals
- Solving Problems
- EMERGENCIES

Personal Life

MBB Settings

My Action Plan

TODAY – Thursday, February 27, 2014

- 9:00 AM
- 10:00 AM
- 11:00 AM
- NOON
- 1:00 PM
- 2:00 PM
- 3:00 PM
- 4:00 PM
- 5:00 PM
- 6:00 PM
- 7:00 PM
- 8:00 PM
- 9:00 PM
- 10:00 PM

An integrated, color-coded SCHEDULE is in **ONE PLACE – My Bionic Brain® Action Plan**

**Quickly find** appointments, and documents – all in **ONE PLACE**

- Reminders to stay **FOCUSED**
- Cues for **Starting and Ending Day**
- Cues for **WORK INSTRUCTIONS**
- Employer's **FEEDBACK**
- Personal and Work **GOALS**
- Coping Strategies when **UPSET**
- EMERGENCY** Procedures
- Adjust alert time, font sizes, and other things in **"MBB SETTINGS"**

My Reference Notes

Category Search

TO DO Cues

Keyword searchable "Memory Notes" are all in **ONE PLACE – My Bionic Brain® Reference Notes**

Questions and Answers

- Where are copies of all my documents? See complete list in the **INFORMATION** Section
- What do I want to **TALK TO** others about?
- What do I need to do that reoccurs regularly? See all my repeating activities in the "green" **ROUTINES** Section.
- What are the **STEPS** I sometimes forget when I need to execute complex procedures?
- Where are all my "purple" **PROJECT** Notes?
- Where can I track my **PROGRESS** or keep a **JOURNAL**?
- Where can I look to be sure that **My Bionic Brain®** is **CLEANED UP** and up-to-date?
- How can I get **HELP** when I need it?

INFORMATION

TALK TO

MY MENTOR

ROUTINES

STEPS

PROJECTS

PROGRESS

JOURNAL

CLEAN UP

HELP