



## Balance your screen time – 5 tips

Balancing your screen time, both at work and in your spare time, can have a positive effect on your mental energy. And that is important in a digital world with countless opportunities to use your smartphone, or all the other screens, around the clock. Luckily, there is already a bunch of apps and functions that can help you balance your screen time. So, spend a few minutes on learning what your smartphone, tablet and computer can help you with.



### *Track your screen time*

With this app, you can track how much time you spend on your smartphone or tablet. This is the first step in achieving (or maintaining) balance.

RealizD (iOS & Android): Track your screen time. The app monitors how many times a day you activate your phone and at what intervals. Use it to challenge yourself to stay off the phone for, say, 30 minutes. The app is available in English only.



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### *Turn off notifications on your smartphone, tablet and computer*

The little notifications popping up on your screen attract your attention, as do the e-mail and app icons that indicate how many unread messages you have. It takes up to 20 minutes to recover your work flow if you are interrupted while performing a task that requires your full concentration. It can be helpful to turn off notifications and sounds, so that you actively decide when to check your e-mail or apps.





### *Adjust the start screen of your smartphone or tablet so that you only see the apps you need*

Time-consuming apps will then not be the first thing you see when you turn on your phone or tablet. By moving these apps to the next screen of your phone or tablet, you allow yourself to consider whether you actually need them before you reach them. This may make your smartphone less attractive to you.



### *Switch your smartphone or tablet to grayscale*

Once you have picked it up, it can be challenging to put away your smartphone or tablet. The reason is that when you play a game or receive a notification, for example, your brain releases small shots of dopamine, which is similar to the brain processes triggered by nicotine or cocaine. This is part of the explanation behind smartphone addiction. If you want to make your screen less appealing, consider switching it to grayscale, so it is less fun and rewarding to look at.



### *Arrange with your employer at what times you are expected to be available outside normal business hours*

In a digital world where many can be reached 24/7, it is a good idea to arrange with your employer when your manager and colleagues may expect you to be available outside normal business hours, to avoid misunderstandings and miscommunication.

Please note that the use of these tips depends on the model and operating system of your smartphone, tablet and computer.

