

ORGANIZATIONAL TOOLS

OCTOBER 2020

Here are the best organizational tools to help you maximize your learning experience!



Google Calendar



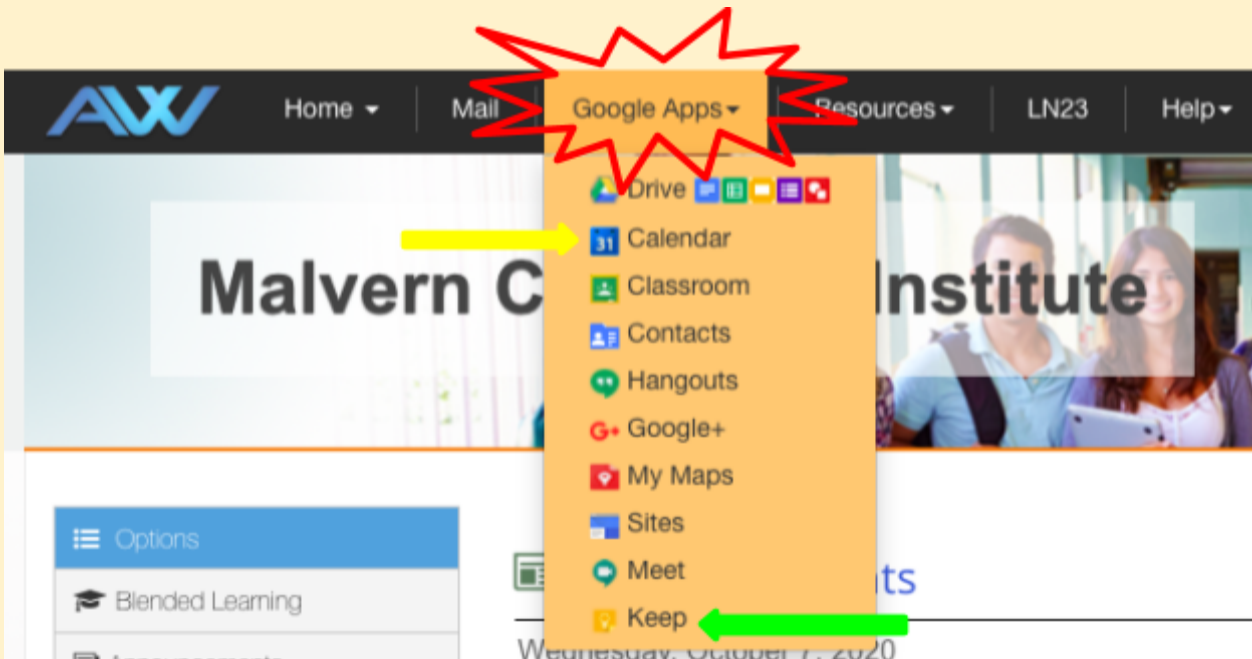
Google Keep



Google Tasks

How to access these tools

aw.tdsb.on.ca



How to use these tools

Video: [Simple organization system for school/work/life | Google Keep & Calendar](#)

Video: [Power Planner - How To Use Google Tasks With Gmail & Google Calendar](#)

Can't sustain focus? Try the Focus Keeper app

How it works! (5 minutes)

<https://www.youtube.com/watch?v=z7e7gtU3PHY>

