



# ROUTINE *v1.3*

Practi*i*phone™

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## OVERVIEW

### 1.1 Getting Familiar with ROUTINE

ROUTINE is an easy-to-use routine tracker combined with a powerful timer.

Perfect for sports drills, music practice, meditation routines, workout routines, cleaning routines, or any kind of repetitive routine. You are able to skip to the next step of routines even if the time has not completely elapsed. You can also keep the routine running even if you leave the ROUTINE application. In addition, you can run multiple routines at the same time.

### 1.2 Finding Routines from the Home Screen

You begin the ROUTINE application at the main Home screen where you can select a routine from the list of **Favorite Routines** or the **Routines by Category** (see Figure 1). Clicking on a routine from these lists takes you to the *Routine Info* screen with details about the routine.

The list of **Favorite Routines** is the best place to store your most commonly used routines.

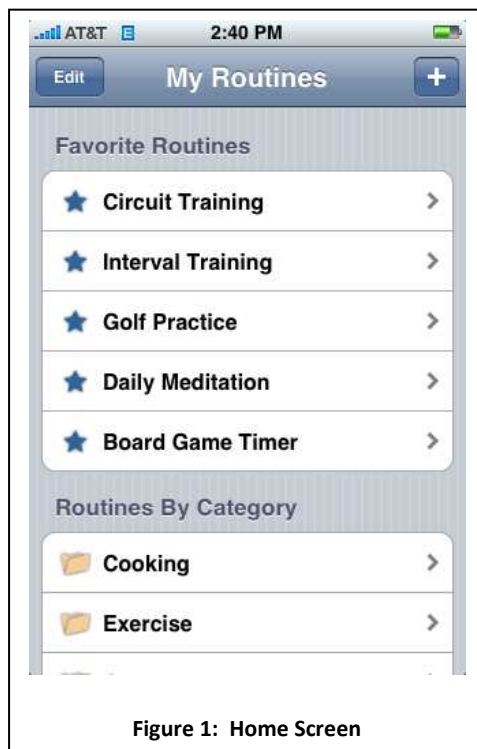


Figure 1: Home Screen

### **1.3 What's New in Version 1.3**

The following features have been added:

- Volume control independent of the device's main volume control

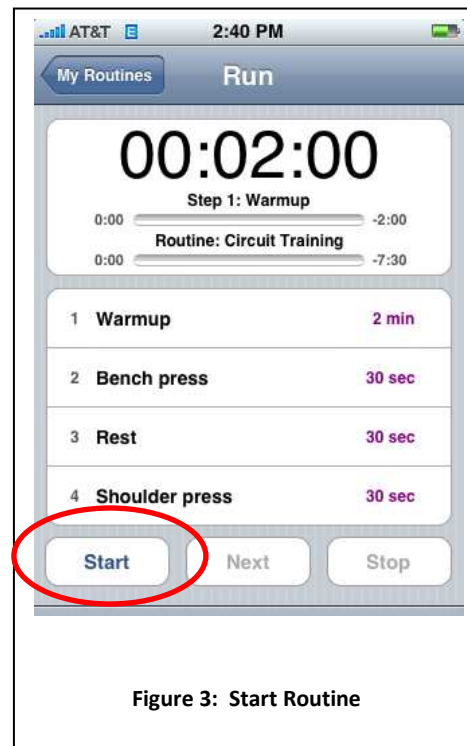
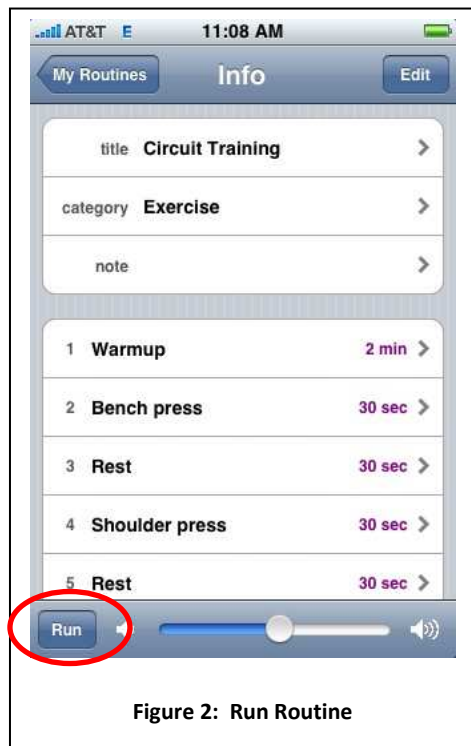
## RUNNING ROUTINES

A routine is an ordered list of steps with a time assigned to each step.

### 2.1 Run a Routine

To run a routine:

- Find the routine you wish to run (see section 1.2).
- Tap the [Run] button at the bottom of the screen (see Figure 2).
- Tap [Start] to start the first step of the routine (see Figure 3).
- If you wish to advance to the next step before its time has elapsed, tap [Next].
- Tap [Stop] to stop the routine.



## 2.2 Pause a Running Routine

If you wish to pause a routine that is already running so you can resume it later, tap [Pause] (see Figure 4).

## 2.3 Skip to the Next Step in a Routine

If you wish to advance to the next step before the time for the current step has elapsed, tap [Next] (see Figure 4).

## 2.4 Stop a Routine

If you wish to stop a routine that is running, tap [Stop] (see Figure 4).

## 2.5 Confirm Each Step of a Routine Before Continuing

If you want to confirm a step after the time elapses and before continuing with the next step, use the *confirm before proceeding* setting.

The *confirm before proceeding* setting determines whether you must confirm each step before continuing. The default for this setting varies by the *category* assigned to the routine.

If you would like to confirm each step of the routine after the time elapses and before the next step continues:

- Go to the Routine Info screen by pressing [Info].
- At the bottom of this screen, tap *default actions on step end*.
- Set the *confirm before proceeding* switch to [ON].
- Press [Info] to return to the prior screen.

Then when you run the routine:

- When the time elapses for a step, the “Routine Notification” window appears and you must press [Proceed] for the next step to continue.

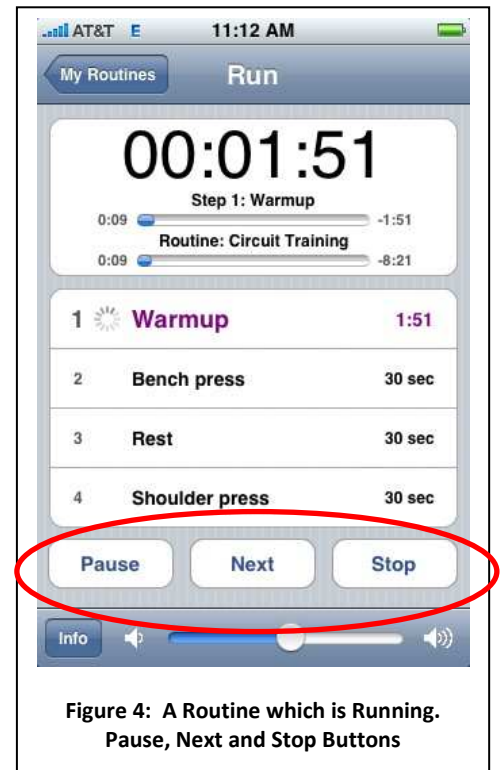


Figure 4: A Routine which is Running. Pause, Next and Stop Buttons

## 2.9 Pause Your Routine When Leaving the Application

Even when you leave the *Routine* application (for example, to answer a phone call), the current status of your routine is tracked and when you re-enter *Routine*, the application will continue based on the amount of time which has elapsed.

However, if you want the routine to pause completely until you reopen the routine, change the *pause on interrupt* setting:

- Navigate to the *Routine Info* screen for your routine.
- Set the *pause on interrupt* setting to [ON].

To restart a paused routine:

- Open the *Routine* application, and select your routine.
- Tap the [Resume] button to restart your routine.

## 2.10 Repeat a Routine

You can set up your routines to automatically run multiple times with the *iteration* setting on the *Routine Info* screen. Select how many times you want the routine to run (see section 3.4).

## 2.11 Play Music While Running Your Routine

If you would like to play music while running your routine (for example, if you have workout music you would like to listen to while *Routine* lists the different steps):

- First open the *iPod* application on your phone and start your music playing.
- Then open *Routine* and start your routine.

The music will continue to play in the background.

## MANAGING ROUTINES

### 3.1 Add a Routine to the Favorites List

To add a routine to the Favorites List:

- Navigate to the *Routine Info* screen for your routine (see section 1.2).
- Scroll to the bottom of the screen, and turn the *show on favorites list* setting to ON.

### 3.2 Reorder the Routines in the Favorites List

To change the order of the routines in your Favorites List:

- From the Home screen, tap the [Edit] button.
- Tap and hold the drag bar next to the routine you wish to move (see Figure 5).
- Drag the routine to its new location.
- Tap the [Done] button.

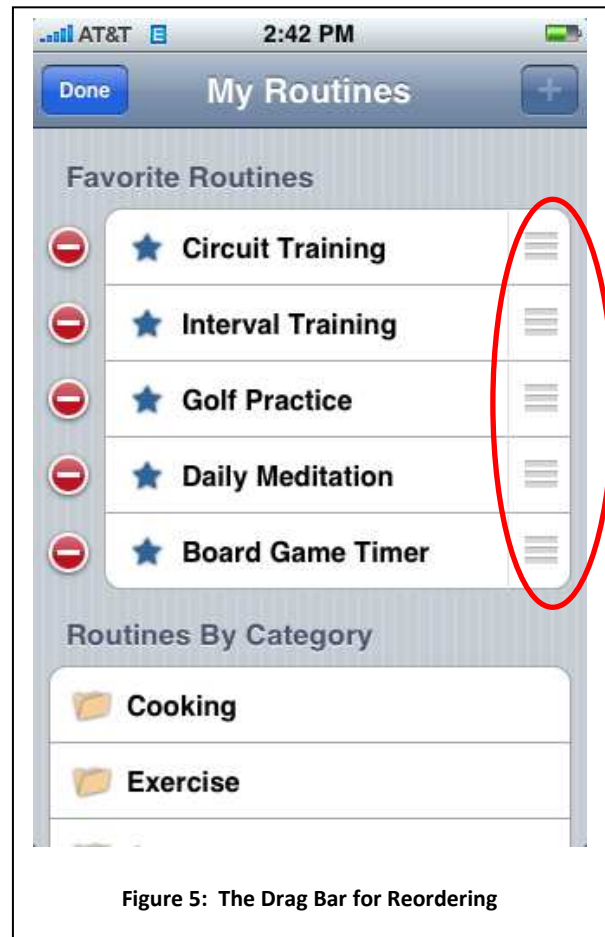


Figure 5: The Drag Bar for Reordering

### 3.3 Remove a Routine from the Favorites List

To remove a routine:

- Navigate to the *Routine Info* screen for your routine (see section 1.2).
- Scroll to the bottom of the screen, and turn the *show on favorites list* setting to OFF.

- or -

- From the Home screen, press the [Edit] button.
- The red circle will appear next to each routine in the list of **Favorite Routines**.
- Press the red circle next to the routine you would like to delete.
- Press the red [Delete] button to remove the routine from your list of **Favorite Routines**.
- Then press the [Remove From Favorites] button to take the routine out of list of **Favorite Routines**.

### 3.4 Add a Routine

To add a routine (see Figure 6):

- Go to the main screen of the application.
- Press the [+] button at the top right.
- Enter your *title*.
- Select a *category*.
- (Optionally) Enter a *note*.
- Enter each step of the routine:
  - Tap the green [+] button to *Add new Step*.
  - The **Add Step** screen appears.
  - Enter the *title* of your step.
  - (Optionally) Enter any *notes* for your step.
  - Select the amount of *time* for your step.
  - Press the [Save] button to save your new step OR press the [Cancel] button to cancel to return to the **Add Routine** screen.
  - Repeat for each step of the routine.
- For the *iteration* setting, select how many times you want the routine to run. The default is 1 time.
- Press the *default actions on step end* setting to:
  - Select a default *sound* for the end of a step.
  - Turn *vibrate* on or off for the end of a step.
  - Turn *confirm before proceeding* on or off to confirm each step before continuing.
  - Press [Add Routine] to return to the prior screen.
- Press the *actions on routine end* setting to:
  - Select a *sound* for the end of the routine.
  - Turn *vibrate* on or off for the end of the routine.
  - Press [Add Routine] to return to the prior screen.
- The *show on favorites list* defaults to [ON] so that your new routines automatically appear in your list of **Favorite Routines**. If you do not want the routine to appear, under the *show on favorites list* section, set this switch to [OFF].
- The *pause on interrupt* defaults to [OFF] so that even when you leave the *Routine* program your routines will keep running. When you return, the current step will be running. If you would like the routine to pause anytime you leave the *Routine* program, set this switch to [ON].

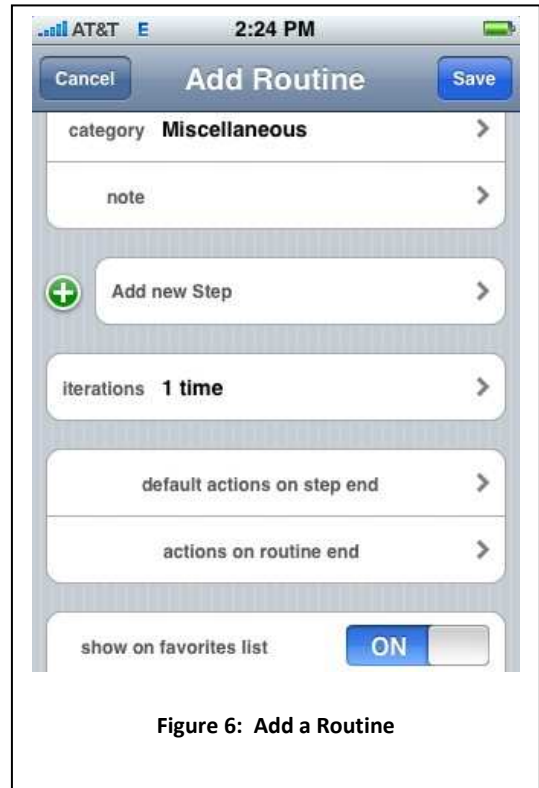


Figure 6: Add a Routine

- Press the [Save] button to save your routine OR press the [Cancel] button to cancel to return to the Home screen.

### 3.5 Delete a Routine Entirely

- From the Home screen, press the [Edit] button in the top left to delete routines from your list of **Favorite Routines**.
- The red circle will appear next to each routine.
- Press the red circle next to the routine you would like to delete.
- Press the red [Delete] button to remove the routine.
- Then press the red [Delete Routine Entirely] button to remove the routine completely from the application.

- or -

- From the Home screen, tap the Category where your routine is located.
- Press the [Edit] button in the top right to delete routines
- The red circle will appear next to each routine.
- Press the red circle next to the routine you would like to delete.
- Press the red [Delete] button to remove the routine.
- Then press the red [Delete Routine Entirely] button to remove the routine completely from the application.

### 3.6 Add a Step to a Routine

To enter each step in a routine:

- Edit your routine by tapping the blue [Edit] button at the top right of the screen (see Figure 7).
- Beneath the current steps, tap the green [+] button to *Add new Step*.
- The **Add Step** screen appears.
- Enter the *title* of your step.
- (Optionally) Enter any *notes* for your step.
- Select the amount of *time* for your step.
- (Optionally) Press the *on step end* setting to turn the *use defaults* setting on or off. If you turn *use defaults* off, you can:
  - Select *sound* for a sound when the step ends.
  - Select *vibrate* to turn the vibration on or off at the end of the step.

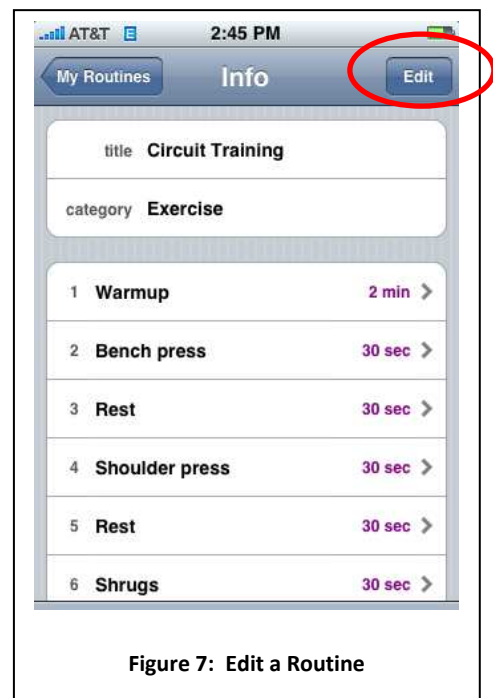


Figure 7: Edit a Routine

- Press the [Save] button to save your new step.

### 3.7 Edit a Step in a Routine

To edit a step in a routine:

- Open the routine you wish to edit.
- Tap the step you wish to edit.
- A new screen opens with the title, note and time listed.
- Press the *on step end* setting to:
  - Press *use defaults* to turn the default sounds on or off.
  - OR -
  - Select a *sound* for the end of a step.
  - Turn *vibrate* on or off for the end of a step.
  - Press [Step] to return to the prior screen.
- Tap [Info] to return to the main screen for the routine.

### 3.8 Delete a Step in a Routine

To delete a step in a routine:

- Go to the Routine Info for the routine you wish to change.
- Tap the blue [Edit] button.
- A red circle will appear next to each step of the routine.
- Press the red circle next to the step you would like to delete.
- Press the red [Delete] button to remove the step.

### 3.9 Reorder Steps in a Routine

To reorder the steps in a routine:

- Go to the *Routine Info* for the routine you wish to change.
- Tap the blue [Edit] button.
- Tap and hold the drag bar next to the step you wish to move (see Figure 8).
- Drag the step to its new location.
- Tap the [Done] button.

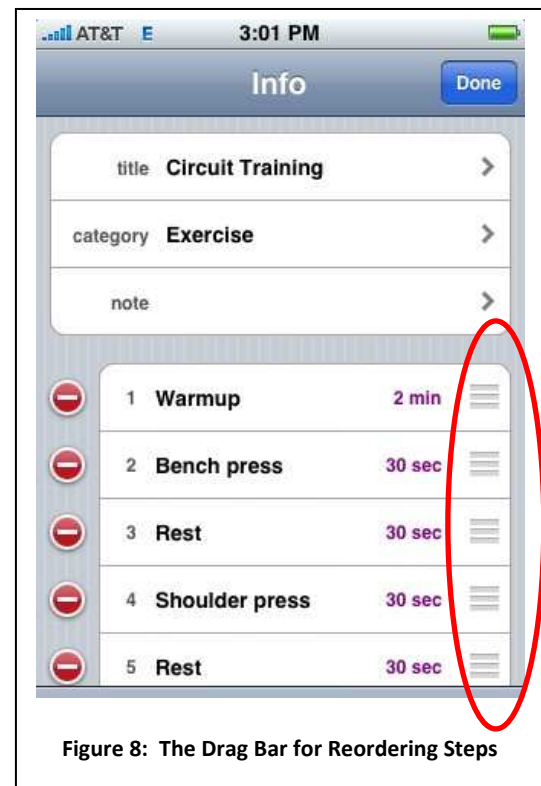


Figure 8: The Drag Bar for Reordering Steps

### 3.10 Assign a Default Sound to the End of Each Step

If you want to use the same sound at the end of each step, perform the following:

- If you are on the Run Routine screen, go to the *Routine Info*.
- At the bottom of this screen, tap *default actions on step end*.
- Press the *sound* setting to select a sound.
- Press [Run] to return to the prior screen.

**Note:** The sound for the end of the routine will overrule the sound for the end of the last step.

### 3.11 Turn off Vibrate as the Default for the End of Each Step

If you want the end of each step to vibrate, perform the following:

- Go to the *Routine Info* screen.
- At the bottom of this screen, tap *default actions on step end*.
- Press the *vibrate* setting to [Off].
- Press [Info] to return to the prior screen.

### 3.12 Assign a Sound to the End of Each Step

If you want to assign a sound to a specific step:

- Open the routine you wish to edit.
- Tap the step you wish to edit.
- A new screen opens with the title, note and time listed.
- Press the *on step end* setting:
- Press *use defaults* to turn the default sounds off.
- Select a *sound* for the end of a step.
- Press [Step] to return to the prior screen.
- Tap [Info] to return to the *Routine Info* screen.

**Note:** The *on step end* settings for a specific step will override the default *on step end* settings for the routine (see section 3.10). However, if you set a default sound for the end of the routine (see section 3.14), it will overrule the sound for the end of the last step.

### 3.13 Turn off Vibrate at the End of Each Step

If you want a step to vibrate upon completion:

- Go to the *Routine Info* screen.
- At the bottom of this screen, tap *default actions on step end*.
- Set the *vibrate* switch to [ON].
- Press [Info] to return to the prior screen.

### 3.14 Set Specific Sounds or Vibrate for the End of the Routine

You can have a unique sound or vibration when a routine ends:

- Go to the *Routine Info* screen.
- At the bottom of this screen, tap *default actions on step end*.
- (Optional) Press the *sound* setting to select a sound.
- (Optional) Set the *vibrate* switch to [ON].
- Press [Info] to return to the prior screen.

### 3.15 Adjusting Volume

- The volume can be adjusted inside the *Routine* program in two places:
  - When selecting a sound
  - When running your routine
- Note: The volume for the *Routine* program is separate from the volume control for your device so your alarms and sounds can be at a different volume than your music. However, if your device volume is all the way down, you will not be able to hear your alarms and sounds.

### 3.16 Notes on Sound for iPod Touch Users

- Users of the iPod Touch 1<sup>st</sup> Generation will need headphones to hear the sounds.
- Since the iPod Touch is not able to vibrate, the piezo speaker will play instead of the vibration.

## TROUBLESHOOTING

### 4.1 I can't hear the sound.

- Is the volume on your device all the way down?
- Is the volume bar in *Routine* all the way down?
- Is the mute switch turned on?
- Are you using the 1<sup>st</sup> generation iPod Touch? This device does not have a speaker and the sound can only be heard through the headphones.

### 4.2 Vibrate isn't working.

- Are you using an iPod Touch? Since the iPod Touch is not able to vibrate, the piezo speaker will play instead of the vibration.

### 4.3 I set a specific sound on a step of the routine and it's not working.

- Is this the last step of your routine? Did you set a default sound for the end of your routine? The routine ending sound will override the sound at the step level.
- See also sections 3.10, 3.12 and 3.14 for more information on setting the sounds for the routine, for the steps, and for the last step of the routine.