

Use these free tools to stay on top of tasks, manage your time, and avoid burnout.

Tool	Purpose	URL
Google Calendar	Schedule events, set reminders, and sync with email and phone.	https://calendar.google.com
Trello	Organize projects using drag-and-drop lists and task cards.	https://trello.com
Notion	All in one workspace for notes, task tracking, and journaling	https://notion.so
Todoist	Simple task list with priority levels and recurring task options	https://todoist.com
Microsoft To Do	Create tasks and sync across devices	https://todo.microsoft.com
FocusPomo (App)	Provides a Pomodoro timer, helps you schedule, blocks distracting apps, and comes with a bunch of features.	Available in the App Store
Pomofocus (Browser)	Browser based pomodoro timer for focused work sessions	https://pomofocus.io
Clockify	Track time spent on tasks and projects	https://clockify.me
RescueTime	Monitor time spent on websites and apps.	https://rescuetime.com
Habitica	Gamify your goals and build healthy habits	https://habitica.com
Google Keep	Take notes, create checklists, set quick reminders.	https://keep.google.com
TickTick	Manage tasks, habits, and calendar in one app	https://ticktick.com
Insight Timer	Free guided meditations, sleep tracks, and mental health talks. Great for stress, anxiety, and sleep.	https://insighttimer.com
Smiling Mind	A youth-friendly meditation and mindfulness app developed by psychologists and educators.	https://smilingmind.com.au
Mindshift CBT	A free app based on Cognitive Behavioral Therapy for managing anxiety and building confidence.	https://anxietycanada.com/resources/mindshift-cbt
Plant Nanny	Track hydration and get daily reminders to drink water.	https://plantnannyapp.com
Water Llama (iOS)	Gamify your hydration and track your water intake.	https://waterllama.com
SleepTown	Build a virtual city by sticking to a regular bedtime.	https://sleeptown.seekrtech.com
Calm	The free version includes meditations, breathing exercising, and sleep stories	https://calm.com
Nike Training Club	Offers short workouts, mobility/stretching routines, and strength training with no equipment needed.	https://nike.com/ntc-app
Yoga with Adriene	Free guided yoga videos for all levels with an emphasis on self-kindness and mental clarity	https://youtube.com/user/yogawithadriene
7 Minute Workout App	Evidence-based Workout App	Available in the App Store & Google Play
Libby by Overdrive	Borrow free eBooks and audiobooks with your local library card	https://libbyapp.com

