



## **EV360 Ultimate Software – My Life**

My Life is a time-on-task tracking program when using the EV360 Ultimate Software. Your time management history can be printed and exported to Excel or CSV formats. Event tracking is automated and displays all that are created when using the EV360 Ultimate Software.

Don't forget to check out all of the "Training Resources" video content for My Evaluations at: <https://osu.ev360es.com/my-life/>

Left Panel: The left panel has three sections.

1. All Activities – displays total time spent in My Speedbuilding, My Readback, My Realtime, My Games, My Evaluations, and MyTests depending upon your subscription options
2. Range – dropdown pick list date range that will filter the events displayed. Clicking the + will permit you to filter a specific day.
3. Time on Task Ranking – Displays the total time for all events and ranks the top ten users attributed to their total time of events tracked.
4. Quote of the Day – Random quote generator.

Center Area Event Listing:

1. The listing displays all events that are created as software is used.
2. Listing can be filtered using the Range pick list in the left panel or the Select Range pick list in the upper right side of the listing.
3. Events cannot be modified.
4. Events can be opened for additional detail. To open any event, double click the event.
5. Events can be removed. To remove any event, double click the event to open. After the event opens, click the delete button.