



# HOW THE POMODORO TECHNIQUE WORKS

**1. Choose a task to be accomplished.**

**2. Set the Pomodoro to 25 minutes (the Pomodoro is the timer)**

**3. Work on the task until the Pomodoro rings, then put a check on your sheet of paper.**

**4. TAKE A SHORT BREAK (5 MINUTES IS OK)**

**5. EVERY 4 POMODOROS TAKE A LONGER BREAK.**

