PARENT + CAREGIVER GUIDE





My Daily Schedule

User manual & walkthroughs

A practical guide to setting up routines, completing tasks, scheduling automatic moves, and transferring boards between devices.

iPhone + iPad

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FIND WHAT YOU NEED

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Names used in this guide: Noon is the afternoon session. Evening includes dinner and bedtime. A board is one session at one numbered page - for example, Morning 2.

For iPhone and iPad with iOS/iPadOS 17 or later. Screens use sample data. Menu appearance can vary with OS version, device size, and your own edits.

01 / WALKTHROUGH

Quick start

Set up one routine first, then extend it to the other sessions. No app account is required, and core scheduling works offline.

1. **Open the app in portrait.** The top controls choose a session and a numbered board.
2. **Choose the day type.** In the starter set, use 1 for a school day, 2 for a weekend, or 3 for Sunday/church. Choose Morning, Noon, or Evening for that part of the day.
3. **Open the gear (Options).** If password protection is enabled, enter the app's four-digit PIN.
4. **Review Board settings.** Choose a title and the wait before the next task. Add or delete individual cards in Edit. The defaults are six tasks and a 10-second wait.
5. **Open Edit.** Type each task's name and choose a library picture, No picture, or a custom photo. Tap **Save task** for each row you change.
6. **Return to the board.** Use the back button to return to Options, then tap Done. Drag the first remaining task into All Done when it is finished.
7. **Make a backup.** Once the routines look right, use Options > Backup & Transfer > Export All Boards.

Try automation after the basic routine works
On any task in Edit, enable Move to All Done automatically, choose Move at, and save. A small clock marks a scheduled task. Start with a time a few minutes ahead so you can watch the result.

A simple daily pattern

Keep the same number selected as you move through Morning, Noon, and Evening. The numbers are alternative day plans, not three consecutive breakfast routines.

02 / WALKTHROUGH

Know your board



Top controls

Title and controls: plus opens Cards for today; gear opens Options; the timer opens the PIN-protected five-minute countdown override.

Morning / Noon / Evening: select a session. Noon is the afternoon; Evening covers dinner and bedtime.

1 / 2 / 3: choose a different board for that session. Each session has its own three pages.

Cards and envelope

Red numbers: task positions. Only the first remaining manual task can be dragged.

Green outline and glow: this card is ready to drag. Waiting cards keep a blue outline.

Small clock: this task has a saved automatic completion time.

All Done: a male figure on the left and a Black female figure on the right flank the centered navy label with its bold white outline. Completed cards peek out of the orange/yellow envelope; their previous rows stay blank.

Privacy & Contact: readable from below the envelope without the settings PIN.

There are nine main boards: 3 sessions x 3 numbered pages. Optional sub boards hold smaller routines linked to individual tasks. Tasks, photos, task clocks, and progress belong to their own board.

Choose numbers manually or by weekday
Use Options > Board > Auto change by time of day > Weekly board numbers to select 1 on weekdays, 2 on Saturday, and 3 on Sunday, or set your own pattern. All pages can hold any routine.

03 / WALKTHROUGH

Complete tasks during the day

1. Choose a session and page. The **first remaining task** has a green outline and glow when ready to drag.
2. Touch and hold the task, then drag it down toward the All Done envelope. Release it over the envelope.
3. Watch the card drop into the envelope. A small part of the completed card peeks out; its old place becomes a blank space.
4. Wait for any countdown and clearing time. The next available task turns green.
5. Repeat for the rest of the board. A task dropped away from the envelope stays on the board.

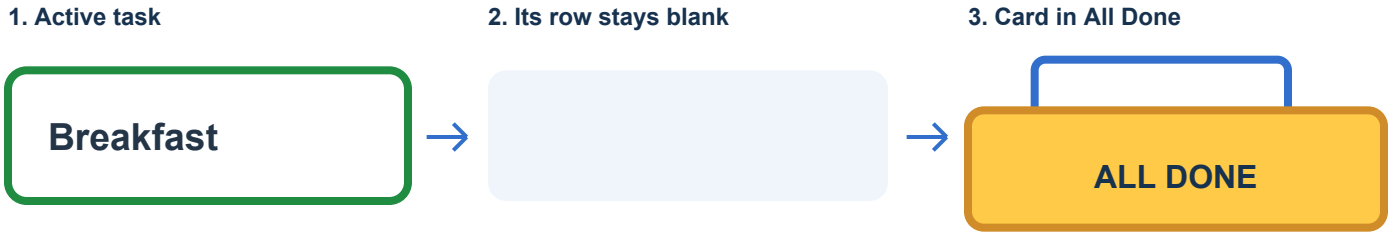


Illustration of the sequence. The actual card and envelope size adapts to the device.

What each state means

State	What to expect
Ready	Green outline and glow: ready to drag.
Waiting	Blue outline: waiting for its turn, clearing time or countdown.
Done	The card is in All Done and its previous row is blank.
Empty slot	A cleared or empty task has no card to complete. Add a task through Edit.

Put a completed task back

Tap **All Done**. Swipe the task pictures sideways to browse. Hold a card's blue **Hold here to drag back** handle and drag up onto the board. Release to restore its original position. Tap Close to leave.

Restoring clears the current pacing countdown. The card keeps its lock-until time, and its automatic completion is paused for the rest of today. Other completed tasks stay in the envelope. Automatic iCloud or Dropbox sync shares completion and restoration; manual file sharing keeps progress local.

Finishing the board

After the last task goes into All Done, the completed board stays visible. Completed rows remain blank. To restart, open Options > Progress and choose the intended scope.

04 / WALKTHROUGH

Set up the board and pacing

1. Open the gear and choose **Board**.
2. Edit **Title** to change the heading shown on the main board. This title is shared by all boards.
3. Open **Options > Edit** to add or delete individual cards. Each main board or sub board can hold 0-10 permanent tasks independently. Today-only events are added separately through the plus/minus button.
4. Open **Wait before the next task** and choose the pacing delay.
5. Return to Options and tap Done. Board settings save as you change them; individual task edits use Save task.

Available waits

Choice	Effect
No wait	The next remaining manual task is available immediately.
10, 20, 30, or 40 seconds	A short pacing break between task completions. The default is 10 seconds.
1, 3, 5, or 10 minutes	A longer wait before the next remaining manual task can be dragged.

Each board has its own size
Use + Add task or a task's red minus button in Edit. Deleting one task leaves the other cards in order and does not shorten any other board. Empty boards are allowed.

How the wait behaves

The countdown uses elapsed clock time. It can finish while you are away, and the display updates when you return. A new wait choice is used for subsequent completions; a wait already started may still need to finish.

Fixed task clock times take priority over this pacing wait. Changing the wait does not change a task's scheduled clock time.

Confetti and motion

Confetti is enabled by default for manual and visible automatic completions. Open Options > Board and disable **Confetti when a task is done** to turn it off. The choice saves immediately. Reopening or switching boards does not replay confetti.

Automatic drops move more slowly than manual drops. Settings > Accessibility > Motion > Reduce Motion skips card travel and confetti. Progress still updates.

Portrait is the main layout. Card sizes adjust to the available screen height; more tasks mean smaller cards. A landscape fallback is available, but portrait is generally easier for daily use.

05 / WALKTHROUGH

Temporarily skip countdowns

When the schedule is behind, a caregiver can clear several completed activities without waiting between them. This is a temporary control on this device.

1. Tap the small **timer icon beside the gear** on the board.
2. Enter your existing four-digit settings PIN. The PIN is required even when gear password protection is off. An incorrect PIN leaves pacing unchanged.
3. Look for **Countdowns off** and the time remaining. The override lasts up to **5 minutes**.
4. Drag the first remaining card into All Done, then the next. Tasks still clear in order; later cards cannot be dragged first.
5. Tap **End**, or tap the active orange timer icon, to resume normal pacing early.

When it ends

The override ends when its five minutes expire, when you leave or lock the app, on relaunch, or when a new day begins. It is never included in backups or shared files. Normal countdown settings stay saved.

A wait that started before the override can still have time remaining when you end it. Cards completed during the override do not start new waits. Task clock times and session switching continue according to this device’s settings. The override does not bypass a task’s Can clear after time.

Set a private PIN

Use Options > Privacy to change the settings PIN before handing the device to a child. The factory PIN is 1234. The quick override screen does not display that hint.

06 / WALKTHROUGH

Edit names and pictures

1. On the main screen, select the exact **session and number** you want to change.
2. Open Options > **Edit**. Check the session/page note at the top so you are editing the intended board.
3. Tap **Task name** and type your own words, such as Put on coat, Music time, or Visit Grandma. Names and the board title allow up to 500 characters so they remain transferable in backups.
4. Tap the task's **picture on the left**. Search or browse the visual grid, then tap a symbol or a Saved task image. This replaces the draft picture.
5. Choose **No picture** if you want a text-only card. A library picture or photo can also be used without a printed task name.
6. Tap **Save task** for that row. Repeat for other rows, then return to Options and tap Done.

Names and picture suggestions

The 66-symbol library includes Self Care, Appointments, School & Class, Screens, Free Time, Outdoor & Rides, Vehicles, Community Places, and Parks & Nature. Search a task name or category. The 32 new community illustrations are original CC0 artwork, permitted for commercial use.

Picking a symbol suggests its usual name for a blank name, a standard picture label, or an unchanged sample task. Your custom wording is kept. Type any words you prefer before saving.

Make a single slot blank

Clear its name, choose No picture, remove any custom photo, turn off its automatic time, and tap Save task. The blank slot remains available in Edit but does not act as a task on the child's board.

Change task order

Save your task edits, then tap **Reorder tasks** in Edit. Drag the handles up or down and tap **Done**. Order saves immediately for this board only. Photos, names, clock times and today's completion status stay with their cards. Reordering does not bring completed cards back; use Progress to restart them.

Save every task you change
Tap Save task and look for the green **Saved** button with a checkmark and **Saved on this device** message. Editing again shows **Unsaved changes** and returns the button to Save task. Leaving without saving can discard edits. Board settings save automatically.

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Use custom photos

1. Select the target board, then open Options > Edit.
2. Find the task and tap **Use a photo instead** (or Use another photo).
3. In Apple's photo picker, select the image you want. The app receives the selected image, rather than access to your entire library.
4. Wait for the image preview. An iCloud photo may first need to download. Save task is disabled while loading.
5. Change the task name if needed. The custom photo stays while you type.
6. Tap **Save task**, return to the board, and check the photo and text together.

Reuse an image already saved in the app

On any board, open Options > Edit and tap the target task's picture. Under **Saved task images**, choose a custom image already saved on any main board, sub board, or custom library template. Use search to find it by task name. Change the wording if needed, then tap **Save task**. Each card keeps its own copy.

Deleting the original from the phone's Photos library does not remove the app's saved copy. Images appear once in the picker even when used on several cards. An image disappears from reuse only after all board and saved-library copies are removed. Imported or Dropbox-shared task images are also available for reuse.

Replace, remove, or switch back

Action	Walkthrough
Use a different photo	Tap Use another photo, choose the replacement, wait for the preview, then Save task.
Use library art instead	Tap the task picture on the left and select a symbol. The draft photo is replaced. Tap Save task.
Remove the photo	Tap the small x on the large photo preview. Removal saves immediately with the task fields currently shown. The underlying library picture returns unless No picture is selected.
Use text only	Choose No picture and keep the task name, then Save task.

If loading fails
The previous picture is kept and an error appears. Try the photo again or choose another image. Leaving the editor cancels the draft load.

The app makes a small square JPEG copy for the task and does not copy the original photo's metadata into that copy. The original image in Photos is unchanged. Custom task photos are included when you export the boards.

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Add, delete, and copy tasks

Add one task

1. Select the board and open Options > Edit. For a sub board, open its editor from the parent task or Options > Sub boards.
2. Tap **+ Add task > Create new task**. A confirmation appears at the top and the editor scrolls to the new, highlighted card. A success vibration and VoiceOver announcement also confirm it was added.
3. Set its words, picture, photo or automatic time, then tap Save task. The top message changes from Unsaved changes to Task saved on this device. Each board can hold up to 10 cards.

Before you save the new card, Add task becomes **Go to new task**. Tapping it returns to the same unfinished card rather than creating another blank one. After saving, you can add another task.

Delete exactly one task

1. In Edit, tap the **red minus** beside the task name.
2. Review the confirmation, then tap **Delete Task**. Cancel leaves it unchanged.

Only that card and its completion status are removed. Other tasks keep their content and order. A linked sub board remains in Options > Sub boards; its content is not deleted with the parent.

Copy to another board

1. Save any task edits first, then tap **Copy task to another board** on that row.
2. Choose the destination main board or sub board.
3. Choose **Copy as new task** to append it, or choose a destination card to replace and confirm the replacement.

The copy keeps its wording, picture, photo and clock time. Linked and nested sub boards are copied independently with fresh task identities. Completion and countdowns are not copied. An already-due copied clock time may complete today.

Reorder without losing content

Tap Reorder tasks in Edit and move the drag handles. Changes affect only this board. Save open task drafts before adding, deleting, copying, or reordering.

Keep a backup before deleting
There is no task-deletion undo. Export All Boards first if you may want to recover the original setup.

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Copy an entire board

Reuse a complete school-day, weekend or detailed routine on another board. Choose whether to replace the destination or add to its existing cards.

1. Save any task edits first. Open **Gear > Copy entire board**.
2. Check **Source board**. It starts with the board you were viewing; use the picker to choose any other main board or sub board.
3. Tap the destination board from the list. The source itself is not offered as a destination.
4. In the confirmation, choose **Clear destination and copy** to replace its regular and temporary cards, or **Add to destination** to keep existing cards and append the copied plan. **Cancel** keeps the destination unchanged.
5. Read the green confirmation naming the destination. If the copy exceeds a limit, an error explains it and the destination is kept intact.
6. Return to the board screen, select the destination session/page or routine, and review the result.

What is copied

Regular task names, symbols or photos, automatic-completion times and earliest-clearing rules are copied. Linked and nested routines receive independent boards and task identities. Today-only cards and skipped-for-today choices are copied with their date, including changes inside copied routines.

Temporary cards remain temporary: they expire the next day. Skipped regular cards return at the next date reset. The destination keeps its own session/page identity and title. Device settings and PIN are unchanged.

Progress and capacity

New copies start incomplete. Append keeps progress for existing destination cards; clear-and-copy clears that destination’s progress. A copied automatic clock time already due may complete on the next clock check.

Each board allows 10 regular and 10 temporary cards. Append counts existing plus copied cards. The app also allows 90 additional sub boards; copied detailed routines use that capacity. Saved routines belonging to replaced cards remain in Options > Sub boards until you remove them.

Share the copied plan

The copy is saved on this device. Publish Boards to Shared File explicitly to send it to other connected devices. Board content, photos, clearing rules and current-date changes transfer; automatic-completion clocks, device controls and completion progress remain local.

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Reuse a task by name

Find custom tasks directly by name, including cards with saved photos on any main board or sub board. You do not need to choose a photo first or save a separate library template.

1. Select the destination board and open **Options > Edit > Add task > Find a task by name**.
2. Type a full or partial name in **Search tasks, boards or categories**. Keep All categories selected to search your board tasks too.
3. Under **Tasks on your boards**, check the name, picture and source board. Custom tasks are listed before untouched samples. Library templates and seasonal examples remain available below.
4. Tap the task to add an independent regular card. Its saved name, symbol or custom photo, timing rules and linked/nested sub boards are copied. Progress starts fresh.

Already started a blank card?

Tap **Find a task by name** directly beneath its name, before the photo controls. If you have typed part of the name, that text pre-fills the search. Choose a result to replace the blank draft; it does not append another extra card.

Same name, different picture

Check the source board and image when several cards have the same wording. The picker searches custom board tasks and sub tasks even if you never used Save to task library. Original images deleted from Photos remain reusable while the app still has a saved copy.

Copies are independent

A regular copy stays in the schedule until removed. Choosing a today-only source here creates a regular permanent copy with a fresh identity. The original stays unchanged. Existing board copies can be reused on that same board too, up to its 10-card limit.

An already-due automatic completion time can move a copied card on the next clock check. Its earliest clearing rule still applies. Detailed routines are copied independently within the 90-sub-board limit.

Typing an exact existing name still works

When saving a new blank card, an exact name match can also offer Use a copy or Create new. Cancel keeps the draft. The direct name search above supports partial names and works before saving.

Sharing

Copies save locally first. Publish Boards to Shared File explicitly when you want other connected devices to receive the board change.

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Add seasonal and saved tasks

The Saved task library keeps inactive templates for holidays, family visits and days off. Stored clocks do not run. Add one when needed, remove the board copy afterward, and use the original again next year.

1. Select the main board or sub board, then open **Options > Edit > Add task**.
2. Choose **Find a task by name**. Search for a task or category, or use the Category picker.
3. Tap the saved task you want. A fresh copy is added, highlighted, and brought into view. The top message confirms it was added from the library.
4. Customize the board copy if needed and tap Save task. The library original stays unchanged.

64 starter tasks in 12 categories

Holidays	Family routines and days off
Christmas	Birthdays
Thanksgiving	Visiting Grandparents
Halloween	No School
Easter	Travel & Sleepovers
Independence Day	Appointments
New Year’s Day	Rainy Days

Examples include Breakfast at Home, Visit the Park, Ride to Grandparents, Party Games, Family Meal, and Quiet Time. They use the existing original or public-domain symbol library. Starter clocks are off.

Remove a seasonal task without losing it

Use the red minus in the board editor and confirm Delete Task. Only that board card is removed. Its saved template stays available in the library. Adding it next year creates fresh task identities and progress.

Board limits still apply

Each board holds up to 10 cards. Library templates do not take a slot until added. Copied linked routines also use the app’s 90 active sub-board limit. If you have already started a blank card, use its **Find a task by name** control to replace that draft with a library copy.

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Keep your own reusable task library

1. In Options > Edit, customize the task's name, picture, photo, time and sub board. Tap **Save task** first.
2. On that row, tap **Save to task library**.
3. Choose the saved task's name and an existing Category, or type **Or create a category** such as Grandma's House.
4. Tap **Save to library**. Look for Saved to task library when you return to the editor.

What the saved copy keeps

The template keeps its own picture or resized custom photo, task clock time, and linked/nested sub-board snapshot. Completion and countdowns are not saved. Removing the original board card or deleting the photo from Photos does not remove this library snapshot.

Update a saved version

Customize a board copy, save it, and use Save to task library again. Choose the same saved name and category, then confirm **Replace Saved Task**. Existing board copies remain unchanged. A different name or category creates a separate template.

Organize and delete your templates

Open **Options > Saved task library**. Search or filter by category. Open one of your saved tasks to change its library name or category and tap Save library details. Swipe left on a custom template and confirm Delete Saved Task to remove its archived content. Copies already on boards remain.

Up to 200 custom templates can be saved in addition to the 64 starter examples. Starter templates stay available; add and customize a copy when you want a different version.

Backups and shared boards

New backups and explicit Shared Boards publishing include custom library templates, their photos and archived sub boards. Starter examples are supplied by the app. Ordinary backups keep template clocks. Shared Boards keeps automatic-completion clocks local. Clearing rules transfer with templates. Update all receiving devices before publishing a shared master (format 8); older apps reject it safely.

Older board backups remain supported and keep the destination's existing custom library. With an older shared master, those retained library edits remain local until explicitly published. New-format imports and shared replacements replace the custom library along with the board setup.

Save locally; publish when ready
Saving to the library does not upload anything. Publish Boards to Shared File explicitly when you want the other connected device to receive your library changes.

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Save temporary tasks for later

Prepare reusable cards for an appointment, a surprise outing, a holiday or a changed plan without changing any active schedule. A saved temporary card stays in the library until you delete it; only its board copies expire.

1. Open **Options > Saved task library > Temporary tasks**. This dedicated area appears above the categories.
2. Tap **Create temporary task**. Type its name and tap the picture to choose an app symbol, text only or a saved custom image. Use **Choose custom photo** to import an image from Photos.
3. You can also choose **Use an existing task's name and picture** and search any board, sub board or saved library. This copies the name and picture without adding an active card.
4. Tap **Save for later**. Look for the green Saved for later confirmation. A blank name cannot be saved; duplicate temporary names are rejected so an existing card is not overwritten.

Use the saved card when the day arrives

1. Open the saved temporary card and tap **Add a copy for today**.
2. Choose a main board or sub board. In **Place card**, choose Next task, End of board, or **After a specific card**. For After, use **Place after** to select a regular or temporary card.
3. If needed, enable **Only allow clearing after a time** and choose the earliest time for today.
4. Tap **Add for today**. A green confirmation names the board. The button is disabled after a successful add to prevent accidental duplicates. Return to the board to see the orange calendar badge.

For the quickest route while adding a card, use the board's **plus/minus button > Saved temporary tasks**. Choose a saved card or tap Create temporary task to save another. Choosing a card fills your draft; tap Add for today to finish. The saved original stays in the library.

Edit, remove and reuse

Open a saved temporary card and choose **Edit saved task** to change its name or picture, then Save for later. Existing board copies keep their own content. Swipe left on the saved card and confirm Delete Saved Task to remove only the library version. Removing or expiring a board copy never deletes the saved original.

Dates, clocks and sharing

The library has no expiration date, automatic completion clock or scheduled activation. Saving for later does not schedule a future date: add the copy on the day you want it. Choose clearing rules when adding that day's copy. Each board supports 10 temporary cards. The library shares the 200-custom-template limit with other saved tasks.

New full backups include saved temporary cards and photos. Explicitly Publish Boards to Shared File to share them. Receiving a saved library card does not automatically add it to a board. Publishing a dated board copy sends it for that matching calendar day; completion and automation remain local.

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Create a task’s sub board

A sub board breaks one activity into smaller steps without using a numbered Morning, Noon or Evening board. Each saved task can optionally link to its own sub board. Sub tasks can also have their own sub boards.

1. Open the parent board’s Options > Edit. Set the parent task’s words or picture and tap **Save task**.
2. On that task, tap **Create sub board**. The app creates an empty additional board, named after the parent task.
3. Change **Sub board title** if desired and tap **Save sub board title**.
4. Tap **+ Add task > Create new task** for each smaller step. For Brush Teeth, try Brush Teeth, Spit in Sink, and Wash Hands. Choose pictures and tap Save task for every row.
5. Tap **Done** to return to the parent editor. Its control now reads **Edit sub board**.

Find and manage saved sub boards

Open Options > **Sub boards** to edit any saved sub board. Deleting or unlinking a parent task keeps the additional board here. Swipe left on a saved sub board and confirm Delete Sub Board to remove that board and unlink its parent cards. Nested boards remain saved.

Use **Unlink sub board** on the parent task to remove its connection without deleting the additional board. Creating a new connection later creates a new board. Up to 90 additional boards can be stored.

Copying and transfers

Copying a task gives the destination independent copies of its linked sub boards and nested steps. Export and Shared Boards include all main boards, additional boards, pictures and links. Ordinary backups also include task times; Shared Boards keeps automatic-completion times local; clearing rules and dated events transfer. Update receiving devices before transferring a new-format file.

Creation and device activation are separate
Creating or importing a sub board does not turn on long-press navigation. Enable that feature separately on the phone or other device that should use detailed routines.

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Use sub boards on this device

Enable on the phone; leave off on a main iPad

1. Open Options > **Sub boards** on the intended device.
2. Turn on **Open sub boards with a 2-second hold**. This is off by default.
3. Leave that switch off on a wall-mounted iPad if it should show only the main schedule. The choice stays local during Shared Boards sync; a full backup import restores its saved preference.

Open the smaller routine

1. On the child-facing board, find a task with the small stacked-board badge beside the task's lock icon and clearing time. On a task without a time lock, it appears above the task name. The task picture stays clear.
2. Hold the task still for **2 seconds**. A normal tap does not open the routine. Moving your finger starts a drag instead.
3. Complete its steps by dragging the first remaining card into All Done. Sub boards have no pacing countdown by default, so the next step is available immediately.
4. Tap **Back** to return to the parent. Nested routines return one level at a time.

Parent and sub-task completion are separate

Completing the smaller steps does not automatically put the parent task in All Done. Return to the parent board and complete that card when appropriate. Opening a routine also does not reset earlier sub-task progress.

Optional sub-board waits

Open the gear > Sub boards and enable **Use countdowns in sub boards** to use this device's normal Board wait in detailed routines. Turning it off clears existing sub-board waits. This preference stays on this device.

Clock times and automatic session changes

Sub-board task clocks run on devices with sub boards enabled. Main-board task clocks still run normally. Automatic Morning/Noon/Evening switching pauses while a sub board is open, so it does not interrupt the detailed routine.

Restart a detailed routine

While viewing a sub board, use Options > Progress > **Start This Sub Board Over**. Start Today Over > All restarts main and additional boards. Morning, Afternoon and Evening scopes affect their three main boards only.

Shared routines and progress
Automatic Dropbox Sync shares detailed routines and completion. Sub-board activation and countdown preferences stay on each device. Older manual Files publishing transfers routine setup only.

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Add quick cards for today

Use today-only cards for an appointment, a surprise visit, a changed plan or another one-day event. They overlay this board's permanent routine and disappear at the next day's reset, including unfinished cards.

1. Select the intended session/page or open its sub board. Tap the **plus/minus button beside the timer and gear** and choose Add / manage. If settings PIN protection is on, enter that same PIN.
2. Type a **Task name**. Tap its picture to choose a library symbol, a saved task image, or text only. Tap **Saved temporary tasks** for a quick link to your reusable temporary cards, or **Use an existing task's name and picture** to search other boards, custom photos and library examples.
3. If it must stay in place until a particular time, enable **Only allow clearing after a time** and choose **Can clear after**. This board rule transfers through Automatic Dropbox Sync or manual Shared Boards publishing.
4. In **Place card**, choose Next task, End of board, or **After a specific card**. For After, choose a regular or temporary card in **Place after**. Add stays disabled until a card is chosen.
5. Tap **Add for today**. The screen closes, a confirmation appears, and the new card has a small orange **calendar icon**. No blank card is added until a name is saved.

Complete, change or remove it

Drag it into All Done when ready. Normal pacing, task order and any earliest clearing time still apply. The parent countdown override cannot bypass its time lock. The card's old position becomes blank like a regular completed card.

Tap the plus/minus again to manage today's cards. Under **Today on this board**, tap a card, change its name, picture or time, and tap **Save today's card**. Tap the red **Remove** button beside the card under Today on this board. This removes today's event and keeps any saved library template.

Today follows each device's calendar day

Today-only cards survive reopening on the same day and expire when the app detects a new local date. Restarting progress keeps the cards and makes them available again. New full imports restore saved same-day events and progress; older files start incomplete.

Automatic Dropbox Sync shares dated additions, edits, removals and completion. Older Files sharing requires Publish Boards to Shared File and keeps completion local. Events apply only on their saved local date. Full backups keep dated events and same-day progress. Choosing an existing task for this quick card copies its name and picture only.

Room for an unexpected event

Each board supports up to 10 today-only cards in addition to its 10 permanent cards. With more than 10 combined cards, use **More tasks** and **Previous** to view up to 10 cards at a time. The app follows the next task as earlier cards are completed, and the All Done envelope stays visible. The regular Edit screen continues to show the permanent schedule.

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Skip a regular card for today

For a no-school day, an appointment cancellation or a changed plan, hide a regular card for this date and let it return tomorrow in its usual position.

1. Select the intended main board or sub board. Tap the **plus/minus button** beside the timer and gear. Enter the settings PIN if protection is on.
2. Choose the **Skip for today** tab.
3. Find the regular card, such as School, and turn its **show today** switch off. It reads **Skipped today · returns tomorrow**.
4. Tap **Done**. The card is hidden from today's board. Changes save immediately, and its saved task, photo and place in the normal routine are retained.

Show it again before tomorrow

Open plus/minus > Skip for today and turn that card's switch on. It reappears with its previous progress and timing rule for today. Skipping never marks a task complete or starts a new pacing countdown.

The next day

At the next local-date reset, all skipped regular cards return automatically. This also works after closing the app overnight: reopening detects the new day. Normal automatic task times and earliest-clearing rules apply again. A skipped card does not run its automatic completion clock while hidden.

Sync and backups

Skip and show-again choices are dated board changes. Automatic Dropbox Sync sends them automatically; older Files sharing requires **Publish Boards to Shared File**. The receiving device applies them only on the matching local date. An older master or backup cannot skip tomorrow's routine using yesterday's choices.

Full backups include these dated choices too. Importing a same-day backup restores them; importing it another day keeps the regular cards visible. Manual Files sharing keeps current-day progress local; automatic iCloud or Dropbox sync shares completion and restored cards.

Temporary cards have their own removal control

To remove an extra today-only card, use plus > Add / manage and swipe left on its entry under Today on this board, then Delete. To keep a regular card for tomorrow, use Skip for today instead of permanently deleting it in Edit.

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Prevent tasks being cleared early

Use an earliest clearing time when a child wants to empty the board before activities are due. For example, keep Breakfast locked until 8:00 AM or Bedtime locked until 7:00 PM.

1. Select the main board or sub board, then open **Options > Edit**.
2. On the task, enable **Only allow clearing after a time**.
3. Use **Can clear after** to choose the earliest local time of day.
4. Tap **Save task**. Return to the board. Each card with this rule shows its clearing time beside the lock icon, including later cards. The first remaining task also shows its wait while locked.
5. At the chosen time, the card becomes available if it is first in order and any normal pacing wait has finished. Drag it into All Done after the activity is completed.

A time lock does not complete a task

This option is off by default and repeats every day when enabled. It does not move the card automatically or confirm that an activity happened. Later cards still wait their turn. A sub board with countdowns off still respects its task time locks.

Parents and automatic completion

The timer-icon parent override skips pacing waits only; it cannot bypass an earliest clearing time. To change that rule, edit the task’s time or turn the option off and tap Save task. Protect Options with your settings PIN to control editing.

If Move to All Done automatically is also enabled, automatic completion uses the later of the two times. An automatic 8:00 AM completion with Can clear after 9:00 AM waits until 9:00 AM.

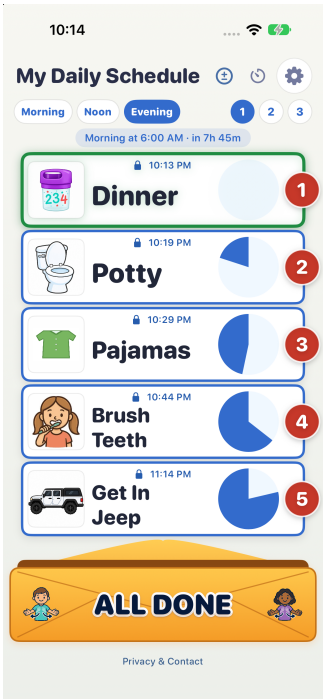
Backups and Dropbox

Earliest clearing times are board rules. They transfer through explicit publishing and Shared Boards updates, including Check for Updates Now. Automatic-completion clock times and device controls stay local. Task copies and saved-library templates keep the rule on this device. Full snapshot backups include the rule and restore it on import. Update all receiving devices before sharing or restoring a family backup with profiles; older apps reject the newer family format safely.

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See the wait on each task

A large blue countdown circle helps a child see the wait before a time-locked task can be moved into All Done. Only cards with **Only allow clearing after a time** enabled show it.



Example lock times show an empty circle, a small remaining slice, partly filled circles and a mostly full circle. Blue is the time still left.

A full circle counts down through the whole wait

The circle shows how much of the session's wait remains, measured from its start to the card's Can clear after time. With automatic board switching off, Morning starts at 6:00 AM, Noon at 12:00 PM and Evening at 4:00 PM. With automatic switching on, it uses this device's configured session switch times. Detailed sub boards use their parent session. It calculates the fill when a board loads or a task is added, refreshes every minute, and empties at the lock time.

For an Evening task locked until 8:00 PM, with a 4:00 PM session start, about 54% remains at 5:51 PM. Reloading the board, switching profiles or reopening the app does not refill the circle. Tasks with the same lock time show the same amount. An empty circle means this time lock has ended. **The green outline confirms the card can actually be dragged**: it must also be first in order and any pacing wait must be over. It never moves a card or verifies the activity by itself.

Turn the visual on or off

Open **Options > Board > Visual task timer**. Change **Visual countdown on time-locked cards**. It is on by default. All timer circles on the board have the same diameter. A linked sub-board icon sits beside the lock icon and clearing time, away from the picture and timer. The printed lock time remains visible when the circle is off. This display preference stays on this device during automatic or manual board sharing; a full backup restores it.

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Set up child profiles

Use up to **four child profiles**, each with its own nine main boards, linked sub boards, saved task library and daily completion progress. Profiles are optional and **off by default**; your existing schedule remains Child 1.

1. Open **Gear (Options) > Child profiles**. Turn on **Enable child profiles**.
2. Edit Child 1 to add a name or nickname and an optional photo. Use only details you are comfortable storing and sharing with caregivers.
3. Tap **Add child profile**, enter the child's name and optionally choose a photo, then Save. A new child starts with blank boards. Repeat up to four profiles in total.
4. Tap **Show** beside a child in settings, or close Options and use the name/photo selector above the board to switch. Each child's schedule and progress stay separate.

Turning profiles off

Turn off Enable child profiles to show the first child's schedule and hide the home selector. Other saved profiles are kept. Turning the feature off also removes the device's profile lock.

Shared family schedules

Automatic iCloud or Dropbox sync shares **all child profiles together**, including their optional names/photos, boards, task pictures, lock-until times and completion/restoration. Every connected device must run this version or later. A full export contains every profile too; deleting a profile is a family schedule change when syncing.

The selected child, profiles on/off switch and device profile lock stay local. Switching a phone to another child does not switch the wall iPad. Device automation and countdown preferences remain local. Use a full backup for saved settings and PIN.

The first profile can be renamed but cannot be deleted. Deleting another profile asks for confirmation and removes that child's saved schedule; export a full backup first if you may need it later. The existing backup size limit applies to the combined family, so many large custom photos can increase export size.

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Keep a device on one child

A wall iPad can stay on one child's schedule while a parent's phone switches between children.

1. Open **Options > Child profiles** and enable profiles.
2. Under **Lock this device to**, choose the child for this device.
3. Return to the board. The child's name is shown with a lock, and the home profile selector cannot switch children.
4. To allow switching again, return to Child profiles and choose **Allow switching**.

Protect caregiver controls

For a child-facing device, enable the settings PIN in Options > Privacy and change the factory PIN. The profile lock controls the home selector; the settings PIN protects access to the settings that can change it.

Local controls; shared schedules

The device lock, selected child and profiles toggle do not sync. All child schedules still participate in enabled automatic sync. A full backup restores the saved profile selection and lock, so review these settings after restoring onto a different device.

A simple family example

Device	Suggested setup
Wall iPad	Profiles enabled; locked to one child.
Parent's iPhone	Profiles enabled; Allow switching.
Another child's device	Profiles enabled; locked to that child.

Time-locked cards use the same visual countdown in each child's schedule when the local Visual task timer setting is on. Each device can show or hide those circles independently.

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Set automatic task times



A small clock appears in the upper-right corner of a task with a saved automatic time.

1. Choose the task's session and page, then open Options > Edit.
2. Enable **Move to All Done automatically** on that individual task.
3. Use **Move at** to choose a local hour and minute. Times repeat daily; this is a clock time, not a duration.
4. Tap **Save task**. Return to the board and look for the small clock.
5. Keep the app open to watch the task move at its time. For a first test, choose a time a few minutes ahead.
6. To return to manual-only completion, turn the option off and Save task. The clock disappears.

Each task and board is independent
Only tasks with a time set move automatically. A scheduled task can move even if earlier tasks are unfinished or a pacing wait is running, but it respects its own Can clear after time. Other main boards' configured times also run. Sub-board clocks run only when sub boards are enabled on this device.

While away: iOS can suspend the app while it is closed, locked, or in the background. Today's missed times catch up when it is reopened. Exact background execution is not promised.

Automatic times use the device's local time and repeat every day, including on pages used as weekend or Sunday plans. Moving a card by time does not verify that the child performed the activity. Manual completion before the scheduled time does not create a duplicate card.

When the app catches up several overdue tasks, their cards update directly rather than playing each drop in turn.

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Switch sessions by time of day

Use this when you want the header to change from Morning to Noon to Evening. It changes the visible session; it does not complete task cards.

1. Open Options > Board.
2. Turn on **Auto change by time of day**.
3. Set **Switch to Morning at**, **Switch to Noon at**, and **Switch to Evening at**.
4. The top-button lock can stay on. It prevents manual taps while scheduled changes continue.
5. Return to the board. The session changes at the chosen local times. Enable **Schedule board numbers by weekday** under Weekly board numbers to change its number too.

Default switch	Visible session
6:00 AM	Morning
12:00 PM	Noon / Afternoon
5:00 PM	Evening / Dinner and bedtime

Auto change is off by default. Evening stays selected overnight until the next Morning switch. Progress has a separate daily reset at a new local calendar day, applied when the app checks the day.

Choose board numbers for each day

Turn on **Schedule board numbers by weekday**. It starts with board 1 Monday-Friday, board 2 Saturday and board 3 Sunday. Expand a day to choose separate numbers for Morning, Noon and Evening. The top-button lock prevents manual changes while this schedule continues. The local calendar day determines the number, including overnight. Changes apply while open and on reopening; switching pauses inside a sub board.

This automation stays on each device during Dropbox sharing. Full backup imports restore the saved weekly schedule.

What the top-button lock does
It prevents manual taps on session/page buttons. Scheduled session changes, weekly board numbers and individual task clocks continue.

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Protect settings and adult areas

Enable the settings PIN

1. Open Options > **Privacy**.
2. Turn on **Ask for a password to open the gear**.
3. If you still use the factory PIN, choose **Change password...** and create a private four-digit PIN.
4. Enter the new four digits, then enter them again when asked. A mismatch restarts the entry.
5. Close Options and open the gear again to check the PIN prompt.

Open protected settings

Tap the gear and enter the app's four digits. A wrong entry is cleared so you can retry. On the PIN pad, the bottom button deletes entered digits; when the entry is empty, it cancels the prompt.

Protection	Purpose
Settings PIN	Optional protection for the gear/Options menu. Off by default. Factory PIN: 1234.
Top board-button lock	Stops a child switching sessions/pages. Set it in Options > Board.
Adult math check	Required before Backup & Transfer controls or external privacy/support links. Enter the simple addition answer and tap Continue.

Full backups include the PIN
New full snapshots restore their saved settings PIN and protection preference. Keep the backup private. Older backups without a saved PIN keep the destination PIN. Shared Boards never publishes or changes the device PIN. Reading offline privacy information does not require it.

Remember your custom PIN. There is no in-app PIN recovery workflow. See troubleshooting before deleting or reinstalling the app, especially if you do not already have a board backup.

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Use Guided Access on a wall iPad

Apple's Guided Access can keep the iPad in My Daily Schedule while the child drags cards and follows the day. Its passcode is separate from the app's settings PIN.

Set up and start

1. On the iPad, open **Settings > Accessibility > Guided Access**. Turn it on and configure its passcode or supported biometric controls.
2. Open My Daily Schedule. Triple-click the Home button on older iPads or the top button on models without Home. Choose Guided Access if the shortcut menu appears.
3. In **Options / Session Settings**, leave **Touch** enabled so cards can be dragged. Do not cover the app controls with ignored-touch areas unless you intend to block them.
4. Enable **Software Keyboards** if caregivers need to type task names, answer the parent addition check or use sign-in forms while the session is active. Then tap Start or Resume.

Cannot type in the parent area?

Guided Access can suppress the system keyboard when **Software Keyboards** is off. The app's custom PIN pad does not need the system keyboard, but task text and the Backup & Transfer math-answer field do.

1. Use the Home/top-button shortcut and authenticate with the **Guided Access** passcode. On some older OS versions, pausing uses a double-click; follow the device's prompt.
2. Open **Options / Session Settings**, enable **Software Keyboards**, and tap **Resume**. Alternatively, tap **End**, finish editing, then restart Guided Access.

Cloud invitations and setup

For initial account setup or a sharing invitation that opens Messages, Mail, Safari or another system screen, end Guided Access first. Set up sharing, return to the schedule, then start Guided Access again.

Still no keyboard?

Confirm the text field is selected and check whether a physical/Bluetooth keyboard is connected. If the problem continues after ending Guided Access, it has another cause. Read any visible error and contact support with the app/device version.

Apple: Use Guided Access on iPhone or iPad

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A dedicated wall display

Give the daily routine a familiar place at home. Our optional white iPad wall mount case has raised yellow My Daily Schedule lettering and fits 7th, 8th and 9th generation iPads.



Optional wall mount case, available separately, shown with an example active board.

Keep the next step in sight

Display the main schedule in portrait. The green outline shows the card ready to drag; finished tasks go into the yellow All Done envelope. Use Guided Access to keep the iPad in the app, and automatic session/weekly board switching to bring up the intended routine.

A caregiver can edit the schedule on an iPhone and use optional iCloud sharing to keep the wall iPad in step. The phone can also open linked sub boards for detailed steps away from the wall. The wall case is a separate physical accessory; an iPad is required. View the optional iPad Wall Mount Case.

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Restart progress without losing tasks

1. Open Options > **Progress**.
2. Tap **Start Today Over** and choose Morning, Afternoon, Evening, or All.
3. Read the confirmation and confirm the intended scope. Task names, pictures, photos, and board settings are kept.

Command	Scope and result
Progress > Morning	Restarts all 3 Morning pages.
Progress > Afternoon	Restarts all 3 Noon pages. Afternoon and Noon refer to the same session.
Progress > Evening	Restarts all 3 Evening pages.
Progress > All	Restarts all main boards and sub boards.
Celebration > Start Today Over	Restarts only the current completed board.

What a progress restart changes

Completed cards return to their rows and pacing waits are cleared for the chosen scope. To restore one completed card, tap the All Done envelope and hold and drag that card back onto the board.

How scheduled tasks behave after a restart

Times that have already passed are suppressed for the rest of today in the restarted scope, so those tasks do not immediately jump back into All Done. Future times still run. The normal daily schedule begins again on the next day.

Progress reset is different from replacing tasks
Reset board in Edit replaces one board’s content with samples. Load Sample Boards replaces all nine. Use Progress when you want to keep the family’s task setup.

At a new local calendar day, daily progress and waits are reset without removing the boards, photos, settings, or saved automatic task times. If the app was closed, the day check happens when it returns.

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Load and clear sample data

Load the complete starter set

1. Export your current boards first if you want to keep a copy.
2. Open Options > Board > **Load Sample Boards**.
3. Review the confirmation and tap **Load All Nine Sample Boards**.

All nine main sessions are replaced with six sample tasks each and progress is cleared. Saved sub boards are retained in Options > Sub boards. The overall title, settings PIN, pacing delay, and session-switch preferences are kept. Automatic task times in the samples are off.

Clear only untouched samples

1. Open Options > Board > **Clear Sample Data**.
2. Confirm Clear Sample Data. Untouched starter cards become blank, editable slots across the nine boards.
3. Use Options > Edit to fill those slots with your own names, pictures, photos, and optional times.

Action	What is kept
Load Sample Boards	Keeps PIN, title, pacing and switch preferences; replaces all task content and sets 6 rows.
Clear Sample Data	Keeps saved family edits, photos, and custom tasks; blanks untouched sample cards.
Edit > Reset board	Replaces only the selected main board with samples. Saved sub boards are retained. Other boards remain unchanged.

Why a sample-looking card may remain
Saving a task makes it your own, even if its wording still looks like a sample. Tasks saved in older versions may also be kept. If Clear Sample Data is disabled, no recognized untouched samples remain.

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The nine starter routines

Choose one numbered day plan, then use its Morning, Noon, and Evening sessions. These are editable examples for ages 4-6, not a requirement for every child.

1 - School day

Morning

1. Potty
2. Get Dressed
3. Breakfast
4. Brush Teeth
5. Shoes On
6. School

Afternoon / Noon

1. Wash Hands
2. Lunch
3. Quiet Time
4. Snack
5. Play Outside
6. Read

Dinner / Evening

1. Dinner
2. Bath
3. Pajamas
4. Brush Teeth
5. Story Time
6. Bed

2 - Weekend

Morning

1. Potty
2. Breakfast
3. Brush Teeth
4. Get Dressed
5. Read
6. Play Outside

Afternoon / Noon

1. Wash Hands
2. Lunch
3. Quiet Time
4. Snack
5. Park
6. Play

Dinner / Evening

1. Dinner
2. Tidy Toys
3. Pajamas
4. Brush Teeth
5. Story Time
6. Bed

3 - Sunday / Church

Morning

1. Potty
2. Get Dressed
3. Breakfast
4. Brush Teeth
5. Shoes On
6. Church

Afternoon / Noon

1. Go Home
2. Wash Hands
3. Lunch
4. Quiet Time
5. Snack
6. Play

Dinner / Evening

1. Dinner
2. Brush Hair
3. Pajamas
4. Brush Teeth
5. Story Time
6. Bed

Breakfast appears once in each alternative morning. The app does not run 1, then 2, then 3 as consecutive sessions. Use Quiet Time for the activity that suits your child, and personalize every label and image as needed.

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Export a board backup

A board backup is a portable snapshot of the setup. Use it before a major edit, when preparing a new device, or when you want a copy to keep.

1. Open Options > **Backup & Transfer**.
2. Complete the simple adult addition check and tap Continue.
3. Tap **Export All Boards**.
4. In the system Files dialog, choose a folder and filename. The suggested filename includes the date and ends in .json.
5. Tap Save. Wait for the app's backup-saved message.
6. If you plan to transfer it, locate the saved file in Files. Keep a known-good copy before replacing the current setup.

Included	Not transferred
All 9 main boards, additional sub boards with links, and custom saved task templates; individual card counts, order and names; library choices; custom task photos; daily automatic and earliest-clearing times; dated today-only cards and skipped-card choices; board title, pacing, lock and session-switch settings; sub-board switches; settings PIN and protection toggle; same-day completion, countdown deadlines and selected board.	Dropbox sign-in tokens and file permissions. Connect the destination device separately.

Treat the file as private
The .json file is readable data and can contain family task names and photos. The app does not encrypt the exported file itself. New full backups also contain the settings PIN. Anyone with access to the file can read it or import its contents. Choose its destination and recipients carefully.

The current importer accepts this app's backup format up to 32 MB. Editing the JSON by hand is not needed. A newer-format backup can require an app update before it can be imported.

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Transfer to another device

First export the boards (previous section). Then move that file using one of the routes below. After transferring, use the app's Import Boards from Backup command on the receiving device.

Route A: AirDrop - nearby devices, including different accounts

1. Keep both devices nearby with Wi-Fi and Bluetooth on. Make sure the receiving device can receive AirDrop from the sender.
2. In Files on the sending device, select the exported .json file. Tap Share, then AirDrop, and choose the receiving device.
3. Accept on the receiving device and follow any AirDrop code prompt. Save the file to Files if needed, then import it from inside My Daily Schedule.

Apple's menus and receiving prompts vary by OS version. If the devices cannot see each other, check AirDrop receiving options; Apple's help link is on the reference page.

Route B: iCloud Drive - a folder both devices can access

1. Save the exported file in iCloud Drive through Files.
2. On the other device, open Files and wait for the same file to be available. Download it if necessary, then import it in the app.

Devices on the same Apple Account can use the same Drive location. For different accounts, use a folder/file shared through iCloud or choose AirDrop instead.

Route C: Dropbox through Apple Files

1. Install and sign in to Dropbox. In Files, use Browse > More (...) > Edit and enable Dropbox under Locations if it is not shown.
2. Save the backup in a Dropbox folder available on the other device. For different Dropbox accounts, arrange access to a shared folder in Dropbox.
3. Wait for the file to be available on the receiving device, then import it through My Daily Schedule.

Snapshots and shared boards are different
Regular exports do not update other devices by themselves. To receive explicitly published updates from one master file, use Shared Boards in the next walkthroughs. Automatic Dropbox Sync shares changes and completion without manual publishing. The older Shared Boards file connection keeps progress local.

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Import and restore boards

1. Install and open My Daily Schedule on the destination device.
2. If that device already has boards you want to keep, export its current setup first.
3. Open Options > Backup & Transfer and complete the adult check.
4. Tap **Import Boards from Backup**. In Files, locate the .json file you exported and select it.
5. Wait while the backup is read. Review the board title, export date, and task count in the confirmation.
6. Tap **Replace All Boards** to apply it, or Cancel to leave the current setup unchanged.
7. Open the relevant sessions/pages and check task names, photos, counts, automatic times, and switch settings.

After importing	Result
Boards and settings	All main and sub boards, automation and board settings, including saved sub-board activation/countdown switches, replace the destination setup. This is a complete replacement, not a merge.
Progress and countdowns	Format 10 full backups restore same-day completion and countdown deadlines. On a different local day, old progress and dated events expire normally. Older backups start fresh.
Task clock times	Saved times transfer. Already-due times can move tasks when the clock is checked; sub-board times require local activation.
PIN and selection	New full snapshots restore saved PIN/protection and sub-board switches. Older snapshots missing these preferences keep the destination settings. New full backups restore the selected session/page. Automatic switching can still change it afterward.

If the file is rejected
The app validates the whole backup before replacing any boards. Check that it is a My Daily Schedule export, that the provider finished downloading it, and that the app is up to date. Your existing boards stay unchanged when validation fails.

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Choose iCloud or Dropbox sync

Choose **one automatic sync service** for all devices that share a family schedule. Both services share boards, pictures, task lock times and daily completion/restoration. Device automation and PIN stay local. Full backup export/import is available with either service, or with sync off.

Option	Best fit and setup
Automatic iCloud Sync - recommended	Recommended for iPhone and iPad. Same Apple Account devices use the owner's schedule; different Apple Accounts join through a private invitation. Uses the owner's available iCloud storage.
Automatic Dropbox Sync	An alternative for families preferring Dropbox. Every device in one schedule uses the same Dropbox account. Connect once through Dropbox sign-in; no family developer registration is needed.
Manual file sharing (Dropbox / Files)	The older explicit publish/check workflow. Does not automatically send task completions. Separate from either automatic service.

One service at a time

While one automatic service is on, the other automatic option and manual file sharing are unavailable. To change services, turn the current service off first. **iCloud and Dropbox schedules are separate; they do not mirror each other.** Devices using different services will not see one another's changes.

Switch carefully

1. Let the current schedule finish syncing. Export a full backup from the device whose boards you want to keep.
2. Turn its current automatic service off. Open the other service, connect and read the setup confirmation.
3. A new service creates a schedule from this device. An existing schedule can replace local boards after confirmation. Cancel if it is not the version you want and keep your backup.
4. Connect the other family devices to the same chosen service and schedule. Verify tasks and pictures before resuming daily use.

Allow up to five minutes

Allow up to five minutes for other open devices to show board updates. Updates can arrive sooner, especially through iCloud notifications. Offline, sleeping or closed apps can take longer; iOS controls background execution. Reopen the app or use **Sync Now** in the selected service's settings. Return from Options to the board to see incoming changes.

Future Android or web versions could use Dropbox, but still need compatible apps and syncing to be developed. This release is for iPhone and iPad.

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Start automatic iCloud sync

iCloud is the recommended automatic sync choice for iPhone and iPad. It is **off by default**. Core scheduling still works offline without signing into an app account. Sync uses the Apple Account already signed into iCloud on each device.

First device: use the boards you want to share

1. Choose the iPhone or iPad with your preferred schedule. **Export All Boards** first to keep a full backup, including device settings and saved PIN.
2. Open **Gear (Options) > Backup & Transfer**. Answer the displayed simple addition question, then open **Automatic iCloud Sync**.
3. Tap **Set up iCloud sync**, then **My iCloud schedule**. This is the schedule owned by the Apple Account on this device.
4. Read **Use this iCloud schedule?**. If no schedule exists, **Use iCloud Schedule** creates it from this device's boards, photos, lock times and today's progress. If one exists, it loads that schedule instead. A full local recovery copy is saved before replacement.
5. Confirm that **Automatic iCloud sync** is on and the status shows a successful sync. Return from Options to the board to allow incoming changes to appear.

Another device on the same Apple Account

1. Install the same app version. Confirm that iCloud in the device's Settings uses the same Apple Account as the first device.
2. Open the app's **Automatic iCloud Sync** settings and choose **Set up iCloud sync > My iCloud schedule**.
3. Confirm **Use iCloud Schedule** to load the existing shared boards. This replaces that device's board content; its automation preferences and PIN remain local.

Different Apple Accounts

Do not select My iCloud schedule expecting to find another person's boards. That choice belongs to this device's Apple Account. The owner must send an invitation; follow the next walkthrough.

Storage and cost

No separate app sync subscription is required. Private/shared schedule data uses the owner's available iCloud storage. A free Apple Account can work with available storage; an owner with a full account may need to free space or purchase more iCloud storage. There is no Dropbox account or Dropbox-app device limit for iCloud sync.

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Invite another Apple Account

Use this flow when a second caregiver's phone or the child's iPad uses a different Apple Account. Each person keeps their own account and password. All devices need the current app.

On the schedule owner's iPhone or iPad

1. First finish creating the iCloud schedule on the device with your preferred boards.
2. Open **Options > Backup & Transfer > Automatic iCloud Sync**, then tap **Invite or manage caregivers**.
3. Use Apple's sharing sheet to invite the caregiver privately. Give permission to **make changes** so their device can send board edits and task completion too.
4. Choose **Messages** or **Mail**, select the recipient and **send the invitation**. Send to an address/number the recipient can open on the intended device. Merely adding a name does not load the schedule on their phone.

On the invited phone or iPad

1. Open the invitation in **Messages or Mail**, wherever the owner sent it. Tap the shared-schedule link and follow Apple's acceptance prompts.
2. Return to My Daily Schedule. Open **Options > Backup & Transfer > Automatic iCloud Sync**.
3. Under **Family invitation**, tap **Review invited schedule**. Review the replacement message, then confirm **Use iCloud Schedule**. Existing local boards are backed up before replacement; local automation and PIN stay on this device.
4. If the invitation was already accepted but the prompt is gone, choose **Set up iCloud sync** or **Choose an iCloud schedule** and select the invited family schedule rather than My iCloud schedule. Separate My iCloud schedules do not share changes, even if both say Up to date.
5. Confirm sync is on. Leave Options on both devices, complete one task, and check that it moves to All Done on the other. Restoring the card should update both too. Use **Sync Now** in the sync settings for an immediate check.

Manage access

Only the schedule owner sees **Invite or manage caregivers**. Use that sheet to review people, remove access or stop sharing. Every caregiver with edit access can change the schedule and progress. Public sharing is disabled.

Where is the invitation?

It is in the message or email sent by the owner, not an automatic list of every iCloud schedule. Check the recipient and send it again if needed. If a link opens an error, read the exact message before changing accounts or creating a new schedule.

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Check iCloud sharing and recover

Shared across devices	Kept on each device
Boards, names, task photos/order, added/deleted tasks, lock-until times, sub boards, saved templates, today-only cards/skips, completion and cards restored from All Done.	Automatic task clocks; Morning/Noon/Evening and weekly board switches; pacing/countdown preferences; PIN; sub-board activation/countdown switches.

When updates appear

Saved changes queue locally and send while the app is active. iCloud change notifications request a check; allow up to **five minutes** for other open devices to update through fallback checks. Checks also run when reopened. Incoming changes wait while Options is open, so return to the board after editing. The footer shows the last sync time/status. **Sync Now** is in Automatic iCloud Sync settings. iOS controls background delivery: instant or fixed-interval delivery while asleep or closed is not guaranteed.

If a schedule is missing

1. Check iCloud in device Settings. Same-account devices choose My iCloud schedule; different accounts must open and accept the owner's invitation.
2. Open the sync settings and check the connected schedule and error message. Review any waiting invitation, or choose the accepted family schedule. Do not create a second personal schedule as a workaround.
3. Confirm internet access, available owner iCloud storage, permission to make changes and the same app version. Close Options on both devices, then check again.

Offline edits, conflicts and changed accounts

Offline changes retry when a connection returns. Different-task edits merge; the later recorded same-task change wins. A changed Apple Account or unavailable/revoked share pauses syncing and keeps local boards. Ask the owner for a fresh invitation if access was removed. Keep a full export before deliberately reconnecting or replacing schedules.

Pause, disconnect and full restoration

Turn **Automatic iCloud sync** off to pause this device. **Disconnect iCloud sync** stops its connection and keeps local boards and cloud data. It does not remove other caregivers' access or delete the owner's schedule. The owner uses the sharing sheet to manage access. Full export/import remains the way to restore settings, PIN and same-day progress; connect cloud sharing separately.

Development and App Store builds

Development test builds and App Store/TestFlight builds use separate CloudKit environments. The current test schedule does not automatically become a production schedule. Export a full backup before moving to a production build, then set up sharing there.

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Connect automatic Dropbox sync

Automatic Dropbox Sync is an optional, two-way connection. It is **off by default**. Use the same Dropbox account on every device in the family's schedule group. Families use ordinary accounts and do not register as developers.

Start on the device with the schedule you want

1. Export a full backup before changing sync methods. Install the latest app on every participating device.
2. Open **Options > Backup & Transfer > Automatic Dropbox Sync**. Answer the parent math check if prompted.
3. Tap **Connect Dropbox**, sign into the shared account and allow access. If the sign-in keyboard will not appear, close that window and choose **Connect using Safari**. Allow access in Safari, then return to the app to finish setup.
4. Read the setup confirmation. If no automatic schedule exists, **Use Dropbox Schedule** creates it from this device's boards and today's progress. If one exists, that choice loads the existing schedule. A local recovery backup is saved first.
5. Confirm the **Automatic Dropbox sync** switch is on. On other devices, connect the same account and confirm the existing Dropbox schedule.

Where the data is saved

The direct connection uses **Apps / My Daily Schedule / Schedule.json** in Dropbox. It is separate from the older My Daily Schedule Master.json file chosen through Files. The app handles uploads and downloads. The Dropbox mobile app is optional for this connection.

Free account and device limits

A Dropbox account is required; **Dropbox Basic is free and includes 2 GB**. Dropbox's own mobile/desktop apps allow sign-in on up to **3 devices** with Basic. To keep those Dropbox apps signed in on more devices, upgrade to a paid plan or sign an unused device out. That limit describes Dropbox's installed apps; this feature uses a direct account connection.

Dropbox's device-limit guidance

One sync method at a time

While Dropbox automatic sync is on, iCloud and Manual file sharing are unavailable. Turn it off before selecting another service. The older file connection's hourly checks are stopped. All connected devices can send board and progress changes; Primary and Display Only roles belong to the older manual file method.

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Automatic sync, progress and recovery

Shared automatically	Kept on this device
All child profiles and optional names/photos; boards, task text/photos/order, added/deleted tasks, lock-until times, sub boards, saved templates, dated cards/skips and completed/restored cards.	Automatic task-movement clock times; session/weekly board switches; countdowns; PIN; sub-board switches; visual timer preference; profiles on/off, selected child and device profile lock.

Use the app normally

Save a task or change a board as usual. While open, the app queues the change locally and attempts sync shortly afterward. Allow up to **five minutes** for other open devices to update; checks also run on reopening. The footer shows the selected automatic service, the last successful time and any problem. There is no sync button on the board. For a manual check, open **Options > Backup & Transfer > Automatic Dropbox Sync > Sync Now**.

Completing a task on one device marks it complete elsewhere. Restoring it from All Done puts it back elsewhere too. Today-only events and daily progress follow each device's local date.

Offline, background and simultaneous edits

Offline edits remain queued on the device and retry with a backoff when a connection returns. iOS may grant background checks, but it controls when they run; a closed app cannot promise a ten-minute interval. Reopen the app to request an immediate check.

Changes to different tasks merge. If two devices edit the same task before syncing, the later recorded change wins. Deletions leave a marker so older snapshots do not simply re-add removed cards. If simultaneous additions exceed a board's card limit, sync pauses with a message rather than discarding cards. Remove an unwanted local card and retry.

Editing and initial replacement

Incoming content waits while Options is open so it does not replace the board beneath an editor. Saved edits can still be sent. First-time connection asks before using the shared schedule and saves a local recovery backup. Full exports remain the separate way to restore saved device settings and same-day progress.

Pause or troubleshoot

Turn **Automatic Dropbox sync** off to pause automatic reads and writes. Re-enable it to resume. Use **Disconnect Dropbox** to remove this device's saved sign-in, or **Reconnect Dropbox** to renew it. Check the status after syncing; available storage, internet access and Dropbox service availability affect delivery. Keep a full exported backup before replacing or reconnecting a schedule.

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Manual sharing: Primary and Display Only

Use **Primary** for each adult's phone and **Display Only** for the child's schedule iPad. Two or more phones can be Primary. They all connect to one shared board file; there is no permanently designated lead phone.

1. Open **Options > Backup & Transfer > Manual file sharing** and complete the adult check.
2. At the top, find **This device > Role**. Choose Primary on each phone that may publish changes, or Display Only on an iPad that should only receive them.
3. Select the same Dropbox shared file on every device. The device role also appears in the small sync text beside Privacy & Contact on the schedule board.

What each role allows

Primary: receives published updates and can explicitly Publish Boards to Shared File. Each adult can use a separate Primary phone. **Display Only:** receives updates, keeps its own completion and automation preferences, and cannot publish or create a shared file. Both automatic and manual checks work in either role.

The role is local to this device and stays saved after restarting or disconnecting. It is not sent in shared board content or restored from a board snapshot. Existing connections that have published start as Primary; existing connections that have never published start as Display Only. Check the Role picker after updating.

Each parent: sync, edit, publish

1. Before making board changes, open Shared Boards and tap **Sync before editing** on a Primary phone. It reads the shared file and opens the current board editor only after a successful check and any required replacement confirmation.
2. Make your changes and tap **Save task**. For temporary cards, copies or library changes elsewhere in Options, check the shared file first, then return to that tool.
3. Return to Shared Boards and tap **Publish Boards to Shared File**, then confirm **Publish All Boards**. This updates the connected Dropbox file. Wait for the published status and allow Dropbox to upload.
4. The other Primary phone and Display Only iPad receive that version on their next successful automatic or manual check. Saving a task alone does not publish it.

If another parent publishes while you are editing

Normal publishing compares the file with the revision this phone last read. If it changed, the publish is blocked. Check again and review the waiting update. Your local draft is kept until you explicitly choose which version to use; changes are not automatically merged. Before replacing an important draft, export a separate backup.

A full backup is a separate action

Export All Boards creates a snapshot containing the saved settings and PIN. It does not update the connected shared file. Use **Publish Boards to Shared File** for the everyday sync/edit/publish workflow. Keep full snapshots for recovery or moving a complete setup to another device.

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Connect a shared board file

Shared Boards transfers boards, photos, saved templates, lock-until times and today's events. Automatic task times, weekly board switches, countdowns, PIN and other device settings stay local. To restore saved automation and device preferences, use a full snapshot through Import Boards from Backup instead.

Use one master JSON file for all connected devices. It can have any filename, but each device must select the same actual file, not a separate copy with the same name. Different Apple Accounts can use the same accessible Dropbox folder.

1. On every device, install Dropbox and sign in to the account that can access the folder. In Files, open Browse, use the menu / Edit, and enable Dropbox. Let Dropbox finish its initial sync.
2. On the device whose boards you want to share first, open Options > Backup & Transfer. Complete the adult check, then open **Shared Boards (Dropbox / Files)**.
3. Tap **Create Shared File**. Save **My Daily Schedule Master.json** in the intended Dropbox folder. This exports all main boards, sub boards and custom task-library templates, including photos, links, clearing rules, dated events and skipped-for-today choices. Device controls and automatic-completion times are not shared.
4. When asked **Use this shared file?**, review the replacement notice and choose **Use Shared Boards**. The connection is saved on this device.
5. On another device, open the same Shared Boards screen and tap **Choose Existing Shared File**. In Dropbox, choose the same file created in step 3. Confirm Use Shared Boards.
6. Check the filename and connected status. Check automatically is on by default. Repeat on each device that should receive published board changes.

Initial replacement and local progress

Connecting replaces board content, sub boards and custom library templates. Device controls stay local: session switching and its times, automatic-completion clock times, waits, board-button locks, confetti, PIN and sub-board switches. The app saves a local previous-board recovery copy first. The PIN and selected board stay local. Completion and countdowns are kept for matching task IDs on the same board; new or independently created tasks start incomplete. Matching names do not imply matching task IDs.

Choose a file you intend to share

Anyone with access to the file can read its task names and custom photos. The app does not encrypt the JSON. Save a regular backup before connecting if you want to retain a separate copy of the device's current setup.

Free Dropbox: up to 3 devices
Dropbox Basic (free) allows sign-in on up to **3 devices at once**, including phones, tablets and computers. For more simultaneous devices, upgrade to a plan with a higher device limit. You can also sign out of an unused device to stay on the free plan. See Dropbox's current device limits.

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Quick checks and shared-folder repair

Check from settings

1. Open **Options > Backup & Transfer > Manual file sharing** and tap **Check for Updates Now**.
2. Read the result. Choose **Use Shared Boards** to replace local differences, or Cancel to keep them. A recovery copy is saved before replacement.

The home-screen sync buttons have been removed. Use Shared Boards settings for this older manual method. Primary can publish; Display Only reads updates.

Restore the current published revision

A Display Only manual check offers to restore the shared file over local board differences even when that published revision has not changed. In Shared Boards, **Reload boards from shared file** deliberately offers a reapply in either role, including with no differences. That explicit reload requires confirmation.

Optional repair for a stale saved file connection

If updates work only after reselecting the file, a folder connection reopens the same filename from its selected folder each time. If recreating an old shared file from a current Primary already solved the issue, you can keep that working connection.

1. Open **Options > Backup & Transfer > Manual file sharing**. In **Shared JSON filename**, enter the exact name, including .json; for example, My Daily Schedule Master.json. Enter only a name, not a path.
2. Tap **Connect shared folder**. Select the Dropbox **folder containing that file**, then use the picker's Open/Done control. Use the same account, folder and filename on other devices. Some providers may not offer folder selection; regular file selection remains available.
3. Review **Use this shared file?** and confirm **Use Shared Boards**. The app reads the named file, saves a recovery copy and replaces local board content. Check for the green **Folder + filename connection** label.

Verify what Files actually supplied

Shared Boards shows **File exported** and a short **File revision** from the latest successful read. Compare these between devices when troubleshooting. They describe the provider's supplied file; they do not guarantee Dropbox has contacted its server. Same filenames in different folders are different shared files.

Folder permission is saved locally and used for this named JSON file. Display Only still cannot publish. Missing or invalid files leave current boards available. Disconnect removes the connection without deleting the file.

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Publish and check shared boards

Publish from a Primary device

Use **Sync before editing**, make your changes and tap Save task. Return to Shared Boards, check the connected file, then tap **Publish Boards to Shared File > Publish All Boards**. Wait for the published status and let Dropbox upload. Other Primary phones and Display Only devices receive that version on a successful check. Saving a task alone does not publish; Export All Boards creates a separate full backup.

Receive published updates in either role

Tap **Check for Updates Now** for a manual check. With Check automatically enabled, checks run hourly while the app is active and when reopened. Automatic imports pause while Options is open. Closed or suspended apps cannot promise hourly checks. The provider may supply cached content while Dropbox is offline or catching up: Last checked does not guarantee server freshness.

The app applies changed content and keeps today's progress for matching task IDs on the same board. Removed tasks are pruned; new or replaced tasks start incomplete. Matching tasks retain local automatic-completion times, and normal daily resets still apply. The board footer shows Primary or Display Only, automatic-check status and the last successful check.

Apply an update that is waiting

If unpublished local board edits hold an incoming update, a manual check immediately opens **Apply shared update?**. Choose **Use Shared Boards** to replace local edits, or **Cancel** to keep them and leave the update waiting. The **Shared update waiting** section and **Use Shared Boards on This Device** button also appear near the top of Shared Boards. A recovery copy is saved before replacement; matching completion, device automation and PIN are kept.

When two Primary phones edit

Publishing checks that the file has not changed since this phone read it. If another parent published meanwhile, the normal publish is blocked. Check again and review the waiting version. Local drafts are kept for an explicit choice; there is no automatic merge. A Primary can deliberately publish over a waiting version after confirmation. Export an important draft first. Display Only can never publish.

Recovery, disconnect and full backups

Restore Boards from Before Last Shared Update restores the previous local board setup without publishing it. The next shared replacement overwrites that recovery copy. **Disconnect This Device** removes its file connection but keeps boards and the device role. Export All Boards / Import Boards from Backup are separate snapshot tools; new full imports restore saved same-day progress.

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Privacy, local data, and support

For the manual website, open Privacy & Contact and tap the centered **Get the User Manual** button at the top. The website address appears underneath. Complete the adult check, then tap User Manual to open leafgreenconsultingllc.com/ios-apps.

Read the policy without opening protected settings

1. Tap **Privacy & Contact** below the All Done envelope. You do not need the settings PIN to read it.
2. Read the bundled policy offline, including local storage, photos, backups, and deletion information.
3. For the public policy or support links, tap **For Parents: Manual, Privacy & Support**, answer the adult check, and choose the link you need.

What is saved

The app stores main boards, linked sub boards, the custom saved task library, this device's sub-board activation and countdown switches, chosen task photos, up to four optional child profiles with names/photos and separate schedules, optional daily task times, settings, the selected board, progress, and the optional settings PIN locally. It does not collect this data for Leafgreen Consulting LLC, and it has no ads, tracking, or analytics SDKs. Core scheduling works offline.

Optional automatic iCloud or Dropbox sync sends board content and progress to the connected schedule. Device automation/PIN stay local. iCloud uses private/shared Apple storage; Dropbox authorization tokens stay in the device Keychain. The older Files connection requires manual publishing. Exports and first-time sync setup can save recovery copies. The publisher does not receive your Dropbox data. Core scheduling works offline.

Delete local information

You can edit or clear task content in the app. To remove all local app data, use Delete App from iPhone/iPad Settings > General > iPhone Storage or iPad Storage > My Daily Schedule. Offload App keeps app data and is not the same as deletion.

Exported backups, shared copies, and Apple/computer backups are separate. Use Disconnect Dropbox to remove this device's saved sign-in. Deleting the app does not delete exported or cloud copies.

Support

Publisher: Leafgreen Consulting LLC
Email: ryan@leafgreenconsultingllc.com
Contact: leafgreenconsultingllc.com/contact
Public policy: leafgreenconsultingllc.com/privacy-policy

Support does not automatically include your boards
The app does not attach your schedule or photos to a support message. Describe the issue and the device/OS version. Share a backup only if you intend to disclose its contents.

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Troubleshooting daily use

The Morning / Noon / Evening or 1-2-3 buttons will not change.

Check Options > Board > Lock the top board buttons. Turn it off when you want to select another board. Automatic board rotation still runs with the buttons locked.

A task will not drag into All Done.

Use the first remaining manual task, wait for its countdown to finish, and release it over the envelope. A later task stays locked for dragging. A scheduled task can still complete at its own clock time.

There is a blank gap where a task used to be.

This is expected after completion or sample clearing. Completed cards peek out of All Done. Use Progress to restart completed tasks, or Edit to add content to an empty slot.

The board did not switch at noon or in the evening.

Enable Auto change by time of day, review the three switch times, and review Weekly board numbers if enabled. The app uses local time; the top-button lock allows automatic changes.

A clock task moved even though that board was not selected.

Main-board clocks run across all nine boards; sub-board clocks run when enabled on this device. These times repeat daily; a page named for Sunday is not limited to Sundays.

A task moved as soon as I reopened or imported.

The app catches up clock times already due today. If you want to return those tasks to their rows without losing the setup, use the appropriate Progress restart. Past times in that scope are then suppressed until tomorrow.

I changed the wait, but the current countdown stayed.

The new pacing value applies to later completions. An existing deadline can remain until it finishes. Use the timer icon and settings PIN for a temporary parent override. Fixed task clock times are separate and take priority.

Ten tasks look too small on my phone.

Use portrait, shorter names, or divide a routine into linked sub boards. Delete individual cards with the red minus in Edit; other cards and boards are kept. Export first if you want a recovery copy.

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Troubleshooting photos, files, and PINs

My typed name or chosen picture did not stay.

Tap Save task on that row before leaving Edit. Photo selection is also a draft until saved. Removing a photo with its x saves immediately, so check the currently shown text and time first.

A photo will not load or is still downloading.

Wait for the preview before saving. Check whether the photo is available in Photos, particularly if it is stored in iCloud. Try it again or select another image. A failed load keeps the previous picture.

The iPad checks but does not receive the phone's published boards.

Each device must choose the exact same master file once in Shared Boards > Choose Existing Shared File. Check the Dropbox account, folder and filename. Confirm Use Shared Boards, then Check for Updates Now. If an older revision is cached, reselect the master in Dropbox. If Shared update waiting appears, use the button near the top of Shared Boards and confirm Use Shared Boards. Cancel keeps local edits; manual Check for Updates Now also opens that choice directly. Saving a task alone does not publish it.

Dropbox is not listed in Files.

Install and sign in to the Dropbox app, then enable it in Files > Browse > More (...) > Edit. Provider restrictions, account authentication, or a Dropbox app passcode can affect access; use the provider's help page if needed.

The backup is missing or cannot be imported.

Confirm the export was saved, locate the exact .json file, and let the provider download it. The importer accepts this app's own format up to 32 MB. A future-format message means the receiving app needs an update. Do not replace the JSON with a document from another app.

Clear Sample Data left some cards behind.

It keeps your saved custom tasks and can also keep tasks from older versions. To blank one remaining slot, remove its name/photo, choose No picture, turn its automatic time off, and save. Load Sample Boards instead replaces the whole set after confirmation.

I forgot the app's settings PIN.

There is no in-app recovery option. If the PIN was never changed, the factory value is 1234. Otherwise contact support before deleting the app. The developer cannot retrieve a local PIN or lost boards. Reinstalling removes local data; an existing exported backup can restore boards, and new full backups restore their saved PIN. Older backups without a PIN keep the device's current PIN.

The parent check says my answer is wrong.

The Backup & Transfer and external-link gates ask a simple addition question using numbers 1-3, not your settings PIN. Enter the answer shown by that question and tap Continue.

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Quick reference and caregiver handoff

I want to...	Go here
Choose a different routine	Main screen > session + 1, 2, or 3
Edit a task or its clock	Select board > Options > Edit > Save task
Stop early clearing	Options > Edit > Only allow clearing after a time
Save a temporary card for later	Options > Saved task library > Temporary tasks
Add a one-day event	Plus/minus beside gear > Add / manage
Hide a task until tomorrow	Plus/minus beside gear > Skip for today
Copy an entire plan	Options > Copy entire board
Reorder task cards	Options > Edit > Reorder tasks > drag handles
Turn confetti on or off	Options > Board > Confetti when a task is done
Temporarily skip countdowns	Timer beside gear > settings PIN
Sub-board countdown on/off	Options > Sub boards
Set title, pacing, locks or switch times	Options > Board
Set/change the gear PIN	Options > Privacy
Restart without replacing tasks	Options > Progress > Start Today Over
Load or clear the samples	Options > Board
Export/import the full setup	Options > Backup & Transfer > adult check
Automatic iCloud sync	Backup & Transfer > Automatic iCloud Sync
Invite another Apple Account	Automatic iCloud Sync > Invite or manage caregivers
Set Primary / Display Only role	Backup & Transfer > Manual file sharing > Role
Publish/check a shared file	Backup & Transfer > adult check > Manual file sharing
Read privacy / find support	Privacy & Contact below All Done

Before handing the device to another caregiver

Confirm the intended page number and session, check the next task and any clock badges, agree whether automatic completion is being used, and explain the wait. Save a fresh backup after major edits. Tell the caregiver where that file is kept and how to reach the parent or support.

External help and scope

App walkthroughs in this manual were checked against the current My Daily Schedule interface and logic. Device-provider steps are based on the following official help pages, checked November 18, 2026. Menu wording may change with OS/provider updates.

Apple: How to use AirDrop on iPhone and iPad | support.apple.com/119857

Apple: Use third-party cloud apps in Files | support.apple.com/102238

Dropbox: Add Dropbox to Files | help.dropbox.com/integrations/ios-files-app

Apple: Background execution behavior | developer.apple.com/documentation/uikit

Apple: Reduce screen motion | support.apple.com/111781