

A decorative graphic on the left side of the slide features several overlapping, colorful bars and circles. The colors include orange, red, green, purple, blue, cyan, and magenta. The bars are of varying lengths and orientations, creating a dynamic, abstract composition.

# Preventing burnout in CS education

July 12, 2023

# Speakers



**Jen Manly**

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**Jared O'Leary**

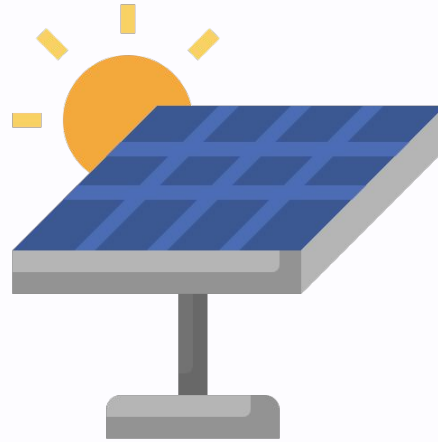
[#CSK8 Podcast host](#)  
[www.JaredOLEary.com](http://www.JaredOLEary.com)



# TEA Framework



**Time**



**Energy**



**Attention**

[Learn more about the TEA framework](#)



# TEA Strategies and Shared Resources

The screenshot shows a document editor interface. On the left is a table of contents with sections: Summary, Outline, Navigate to a section, Time (highlighted), Energy, Attention, and General resources. The main content area is titled "Time" and contains a bulleted list of strategies:

- Time audit
  - An example of a time audit would be to set a timer each each waking hour of your day and write down in a spreadsheet what you did in that hour and how you felt doing that. After a week or so of the audit, analyze how you spent your time throughout the week and how you felt while you were doing an activity. During your reflection, think about whether the amount of time you're spending on different activities aligns with how much time you're spending doing things you enjoy or help you in the long run.
  - It can be helpful to do a time audit specifically for your school day. In your planner, on Google calendar, or even just a post-it, in real-time, jot down how you spend your unmanaged time (before and after school, lunch, planning time). Is your time being spent how you'd like it to be? How can you make more efficient choices to save some time?
  - Resource(s)
  - 
  - Complementary strategies
- Time blocking
  - Open your calendar and schedule in time for deep work, low mental energy work, and leisure/family. By making time for yourself, you can make it easier to say no to things that take away from your leisure or family. For example, set aside time in your day for email and do not check your email outside of that period of time. If something is urgent, you can always be a text or phone call away.
  - Time blocking can be highly effective for your school day, too. Teachers typically have shorter blocks of time to complete tasks, and planning higher or lower energy tasks during planning times or days that match your energy can help you to be most productive.
  - Resource(s)
  - 
  - Complementary strategies
- Pomodoro method
  - This method involves setting a timer to work for a set period of time, then take a scheduled break before resuming the next time block. For example, set a timer for 50 minutes and take a 10 minute break to walk, stretch, meditate, make music, read a book, etc. This approach simultaneously trains your brain to work for extended periods of time while giving yourself a break to prevent getting mentally drained after a long work day.
  - The Pomodoro method operates in 25 minute blocks of time with five minute breaks. After four Pomodoros, take a longer 10 minute break. Pomodoro also assumes that you'll work on one task at a time, as multitasking decreases focus.
  - Resource(s)
  - 
  - Complementary strategies
- Create time-based boundaries between work and leisure/family
  - Teaching never ends, so it's helpful to set a specific time of day where you will start and stop working. Set an alarm at the start of your work day to signal when you are now thinking about teaching and then set another alarm at the end of your work day to signal that you are no longer focusing on teaching and should instead focus on your leisure/family.
  - Another strategy that might work is setting appointments at the end of your work day. This could be a workout class, a coffee date with a friend, or scheduling time for yourself to do something you love.
  - Resource(s)
  - 
  - Complementary strategies



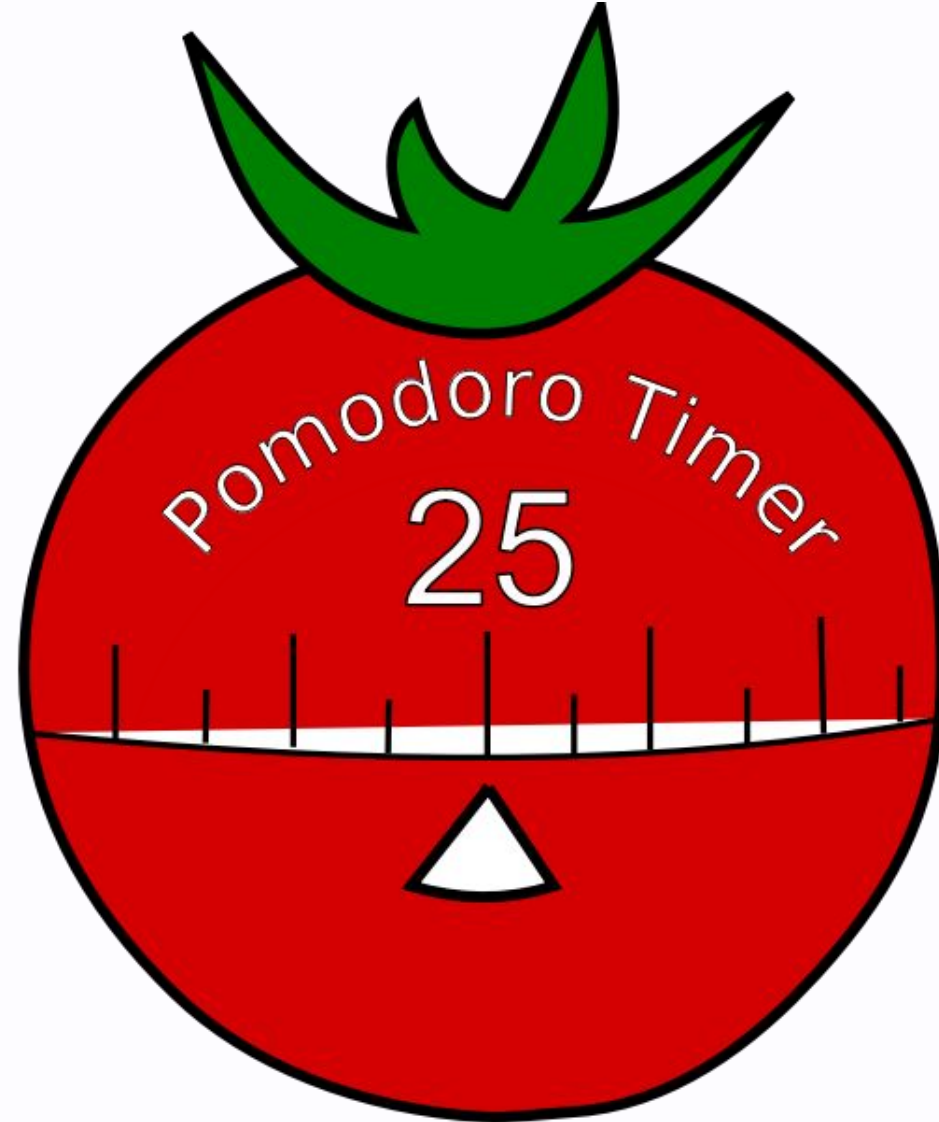
# Time



# Time Audit

11:00 AM	😊 content	🧘 focused	😡 frustrated	😰 anxious	😊 content
Activity	Cleaning	Lesson planning	Emails	Emails	Teaching
11:30 AM	💭 lost in thought	😡 determined	😫 stressed	😡 frustrated	🧘 focused
Activity	Daydreaming	Lesson planning	Teaching	Meeting	Teaching
12:00 PM	😩 tired	💭 lost in thought	👤 learning	😂 laughing	😊 relaxed
Activity	Meditating	Lunch with PLC	Reading	Lunch with PLC	Teaching
12:30 PM	😊 content	😊 content	🧘 focused	😊 content	😊 relaxed
Activity	Teaching	Teaching	Teaching	Teaching	Teaching
1:00 PM	😊 happy	🧘 focused	🧘 focused	😊 content	🧘 focused
Activity	Teaching	Teaching	Teaching	Teaching	Teaching
1:30 PM	😊 content	😊 content	😊 content	🧘 focused	😊 happy
Activity	Teaching	Teaching	Teaching	Teaching	Teaching
2:00 PM	😐 meh	🧘 focused	😊 content	💭 lost in thought	😰 anxious
Activity	Emails	Lesson planning	Teaching	Teaching	Meeting
2:30 PM	🧘 focused	🧘 focused	😫 stressed	😊 happy	😡 frustrated
Activity	Meeting	Lesson planning	Meeting	Teaching	Emails
3:00 PM	😐 meh	😡 determined	😫 stressed	😊 relaxed	💭 lost in thought
Activity	Meeting	Lesson planning	Meeting	Meditating	Emails
3:30 PM	😰 anxious	😊 happy	😊 happy	😊 relaxed	😊 happy

# Pomodoro Method



# Creating Systems for Work

**A system is a process you'll use over and over again:**

- Workflow tool
- Procedure for the classroom
- Something curricular
- Test and iterate
- Keep it simple
- Stay consistent
- **Why?** Systems save time + mental energy.



# One Actionable System: Managing Redos

- Use a Google Form: [Click here to get mine](#)
- Choose one day a week to grade redos
- Be specific with deadlines
- Consider creating a gradebook key -- [use a Google doc and link all of the necessary info](#)

CMSC122: Regrade Request

Please submit this form for any assignment that you need regraded. This includes assignments that:

- 1) I have already graded, but there might be an error in the grade.
- 2) You are submitting for the first time after grades have already been posted for the assignment (in other words: you have a zero in the grade book).
- 3) You have redone and resubmitted the assignment, and would like to improve your grade

jmanly@umd.edu [Switch account](#)

Not shared

\* Indicates required question

What is your first name? \*

Your answer

What is your last name? \*

Your answer

What is your Student ID N

Your answer

Practice/Preparation (10%)				
Assignment	Due Date	In the Gradebook?	Points Possible	Notes
Asynchronous Module 1	9/3	Yes	10	<ul style="list-style-type: none"><li>• <a href="#">Complete course survey</a> (5 pts)</li><li>• <a href="#">Complete introduction Flipgrid</a> (5 pts)</li></ul>
Week 2 Synchronous Work	9/14	Yes	6	<ul style="list-style-type: none"><li>• Exit Ticket 9/9 (On Canvas) (3 pts)</li><li>• Exit Ticket 9/10 (On Canvas) (3 pts)</li></ul>
Week 3 Synchronous Work	9/21	Yes	10	<ul style="list-style-type: none"><li>• Exit Ticket 9/17 (On Canvas) (6 pts)</li><li>• Khan Academy - Overflow and Rounding (4 pts)</li></ul>

All Tasks/Assessments (90%)				
Assignment	Due Date	In the Gradebook?	Points Possible	Notes
Week 2 Asynchronous Khan Academy - Binary	9/13	Yes	20	<ul style="list-style-type: none"><li>• All on Khan Academy:</li><li>• Bits and Bytes lesson (5 pts completion)</li><li>• Binary Numbers Lesson (5 pts completion)</li><li>• Digital Information Quiz #1 (10 pts - correctness)</li></ul>
Week 3 Asynchronous Text Representation	9/21	Yes	5	<ul style="list-style-type: none"><li>• Text Representation Escape Room (5 pts correctness) OR</li><li>• Text Representation Khan Academy work (5 pts completion)</li></ul>

# Planning Work

AP CSA 7:45 - 8:30am	AP CSA 7:45 - 8:30am	AP CSA 7:45 - 8:30am	AP CSA 7:45 - 8:30am	AP CSA 7:45 - 8:30am
AP CSA 8:30 - 9:15am	AP CSA 8:30 - 9:15am	AP CSA 8:30 - 9:15am	AP CSA 8:30 - 9:15am	AP CSA 8:30 - 9:15am
	IEP Meeting 9:30 - 10:15am			
AP CSA 10:30 - 11:15am	AP CSA 10:30 - 11:15am	AP CSA 10:30 - 11:15am	AP CSA 10:30 - 11:15am	AP CSA 10:30 - 11:15am
	Lunch Duty 11:15am - 12pm		Lunch Duty 11:15am - 12pm	
AP CSP 12 - 12:45pm	AP CSP 12 - 12:45pm	AP CSP 12 - 12:45pm	AP CSP 12 - 12:45pm	AP CSP 12 - 12:45pm
Coverage 12:45 - 1:30pm				
AP CSP 1:45 - 2:30pm	AP CSP 1:45 - 2:30pm	AP CSP 1:45 - 2:30pm	AP CSP 1:45 - 2:30pm	AP CSP 1:45 - 2:30pm



# Planning Work: Analyze your Schedule

- Where are your blocks of time?
- How long are your blocks of time?
- Where will you have high energy? Low energy?
- Where is best for creative work?



# Planning Work

AP CSA 7:45 - 8:30am	AP CSA 7:45 - 8:30am	AP CSA 7:45 - 8:30am	AP CSA 7:45 - 8:30am	AP CSA 7:45 - 8:30am
AP CSA 8:30 - 9:15am	AP CSA 8:30 - 9:15am	AP CSA 8:30 - 9:15am	AP CSA 8:30 - 9:15am	AP CSA 8:30 - 9:15am
	IEP Meeting 9:30 - 10:15am	Grading 9:15 - 10:30am		
AP CSA 10:30 - 11:15am	AP CSA 10:30 - 11:15am	AP CSA 10:30 - 11:15am	AP CSA 10:30 - 11:15am	AP CSA 10:30 - 11:15am
	Lunch Duty 11:15am - 12pm		Lunch Duty 11:15am - 12pm	
AP CSP 12 - 12:45pm	AP CSP 12 - 12:45pm	AP CSP 12 - 12:45pm	AP CSP 12 - 12:45pm	AP CSP 12 - 12:45pm
Coverage 12:45 - 1:30pm				
AP CSP 1:45 - 2:30pm	AP CSP 1:45 - 2:30pm	AP CSP 1:45 - 2:30pm	AP CSP 1:45 - 2:30pm	AP CSP 1:45 - 2:30pm
		Grading 2:30 - 3:45pm		Plan and prep for next week 2:30 - 4pm



The image features a black background with several colorful geometric elements. On the left, there is a vertical pink bar with a pink circle at the top, a horizontal blue bar with a cyan circle at its right end, a vertical cyan bar with an orange circle at its bottom end, and a horizontal orange-red bar with a red circle at its right end. A horizontal cyan bar with a green circle at its right end is positioned below the blue bar. A solid blue circle is located in the bottom left corner. On the right side, there is a vertical pink bar with a pink circle at the bottom and a purple circle below it. The text "Say No." is centered in a white, sans-serif font.

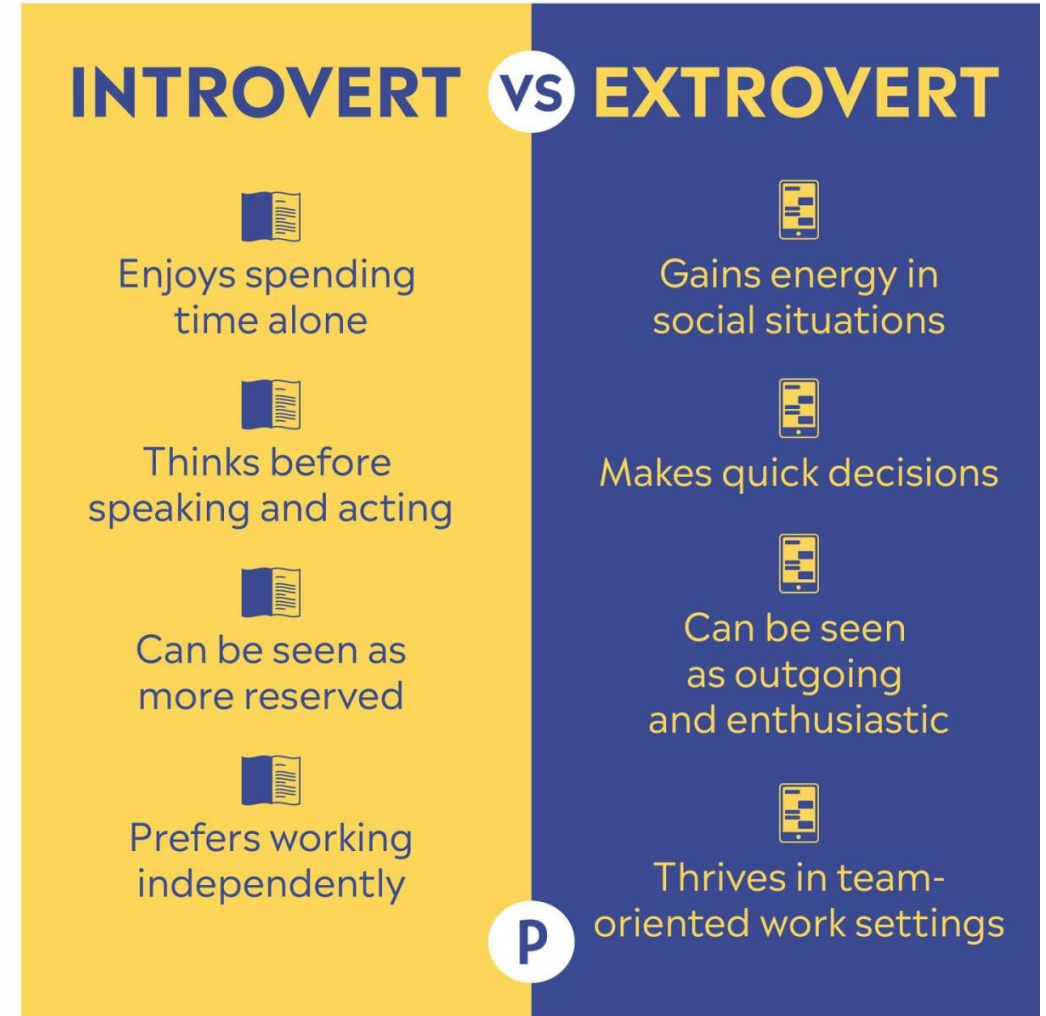
Say No.

# Energy



# Recharging as an Introvert/Extrovert

- **Introversions and extroversions describe how you get your energy**
- **Introverts** recharge best when they get time to themselves
- **Extroverts** get energy from being around other people
- **Knowing which you are and choosing activities that energize you can make a huge difference**




# Getting Outside or Walking Desk

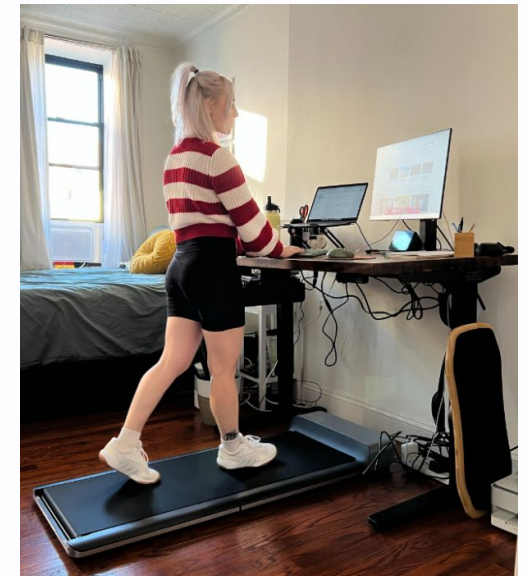
- Take a lap on your planning or lunch – if you're an extrovert, bring a teacher friend!
- Start your morning outside
- Incorporate a walking desk when working at home
- Consider holding class outside on nice days
- Try to unplug for added benefit



**BENEFITS OF GETTING OUTSIDE**

- BOOSTS ENERGY 
- MAKES EXERCISING EASIER
- MENTAL HEALTH REMEDY 
- VITAMIN D 
- RESTORES FOCUS
- BOOSTS IMMUNE SYSTEM 
- ENHANCES CREATIVITY
- IMPROVES SLEEP QUALITY 
- AIDS IN GRACEFUL AGING
- IMPROVES VISION 

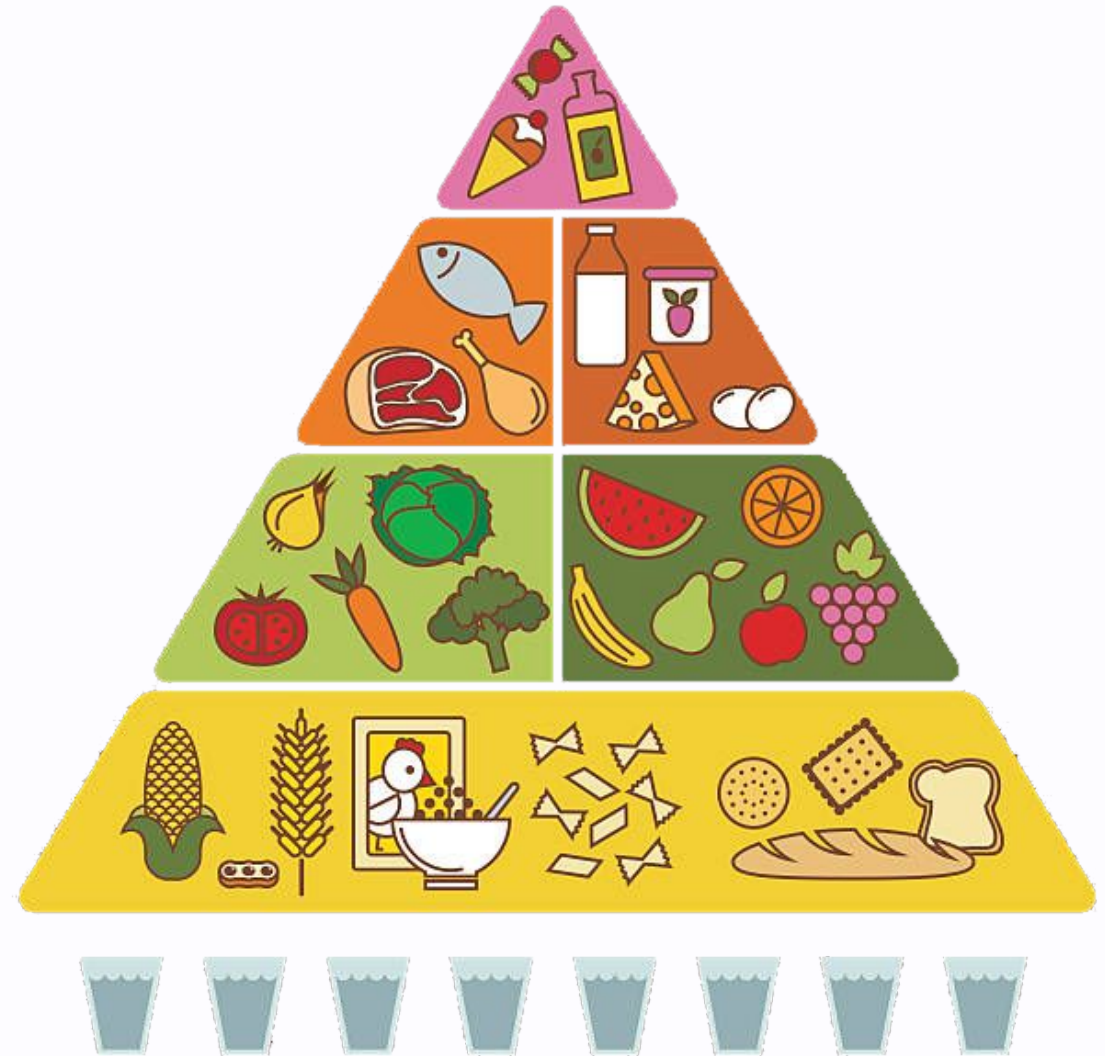
*Clean Food*<sup>®</sup>  
CRUSH



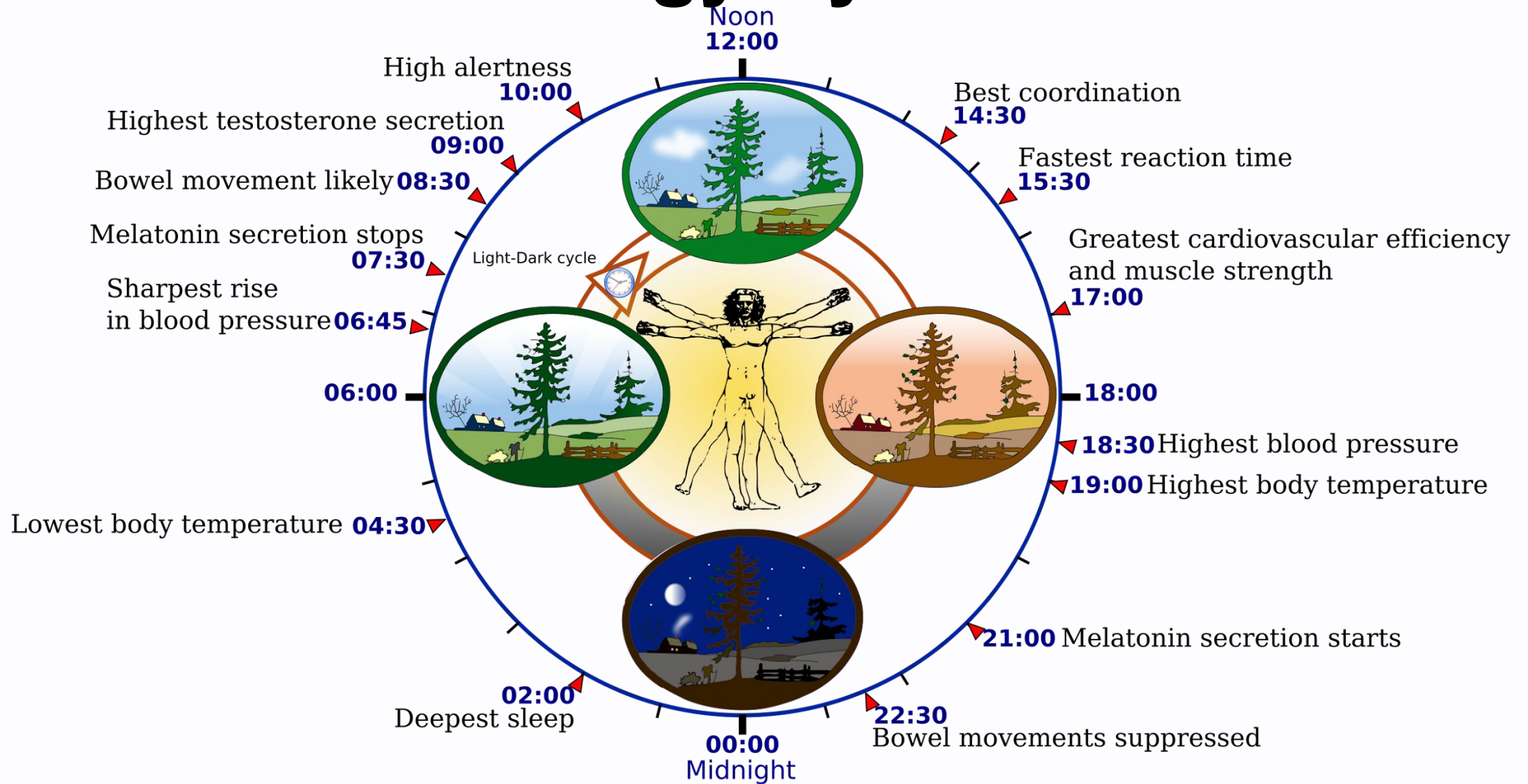


# Nutrition

- **Nuts and seeds** = 1+ servings per day
- **Legumes** = 3+ servings per day
- **Grains & starches** = 3+ servings per day
- **Fruits** = 4+ servings per day
- **Vegetables** = 5+ servings per day



# Energy Cycles



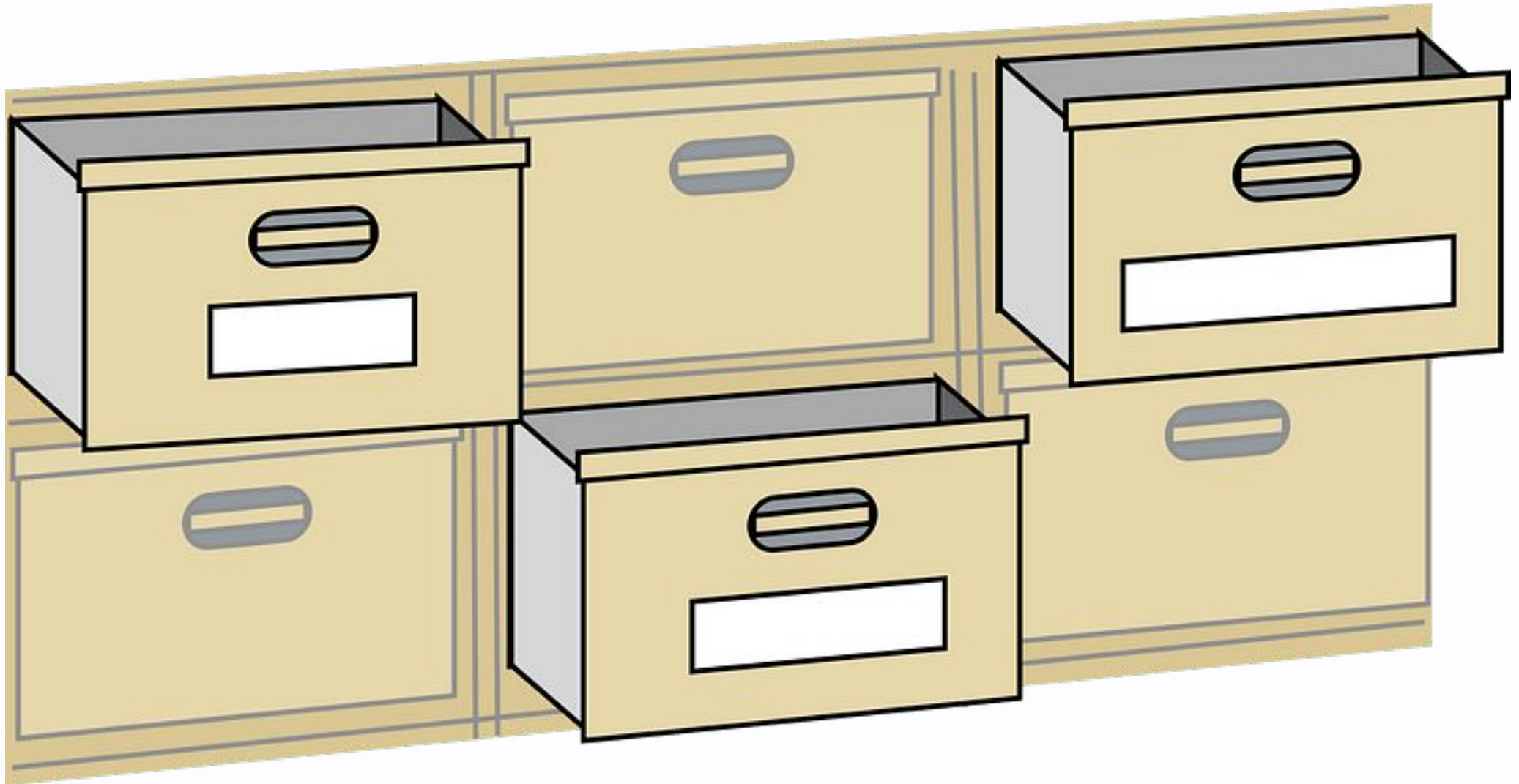
# Attention



# Attention Training

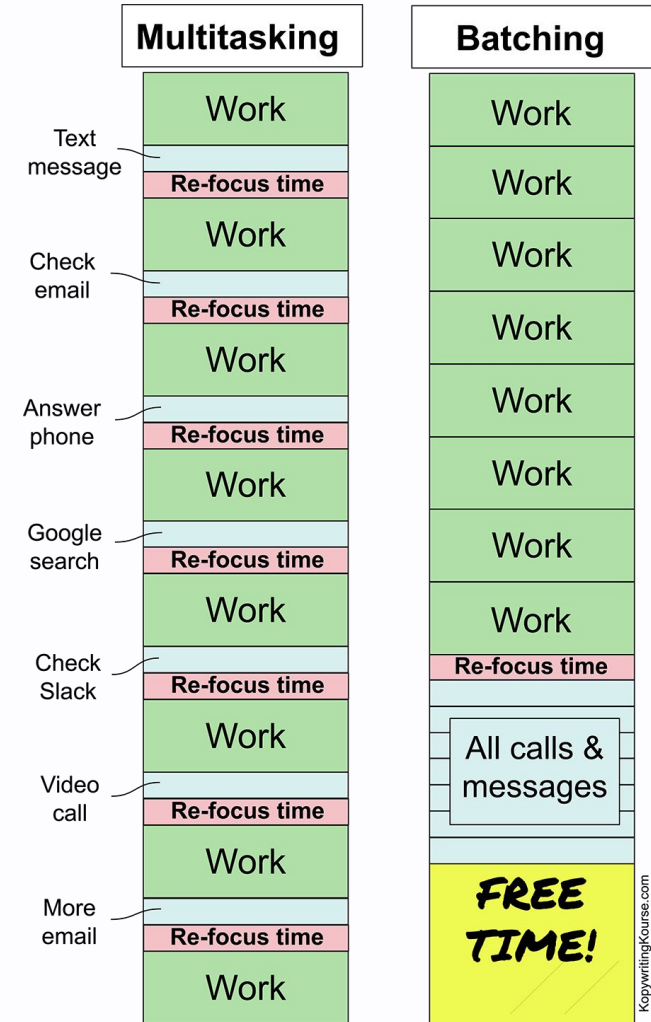


# Organizing Your Space Around Your Attention



# Batching your work

- **Batching is when we do LIKE tasks together to maximize flow.**
- Start by categorizing your to do list into four categories:
  - Creative tasks
  - Decision-making/cognitive tasks
  - Logistics tasks
  - 15 minute or less tasks
- Group your to do list based on time estimates and the openings in your schedule



# Batching Example

Grading CSA  
Grading CSP

Plan CSA  
Plan CSP

Make copies CSP  
Make copies CSA

Organize student papers  
Positive parent emails

Review assessment data  
Grading redos

Grading CSA  
Grading CSP  
Review assessment data  
Grading redos

Plan CSA  
Plan CSP  
Positive parent emails

Make copies CSP  
Make copies CSA

Organize student papers

**Decision-making  
or cognitive tasks**  
**Creative tasks**  
**Logistics tasks**  
**15 minute or less**

# Q&A

The screenshot shows a Notion page titled "Time" with a left-hand navigation sidebar and a main content area. The sidebar includes sections for "Summary", "Outline", "Navigate to a section", "Time" (highlighted), "Energy", "Attention", and "General resources". The main content area contains a bulleted list of productivity strategies:

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  - Resource(s)
  - 
  - Complementary strategies
- Makeup for lost time





# Thank You!



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