

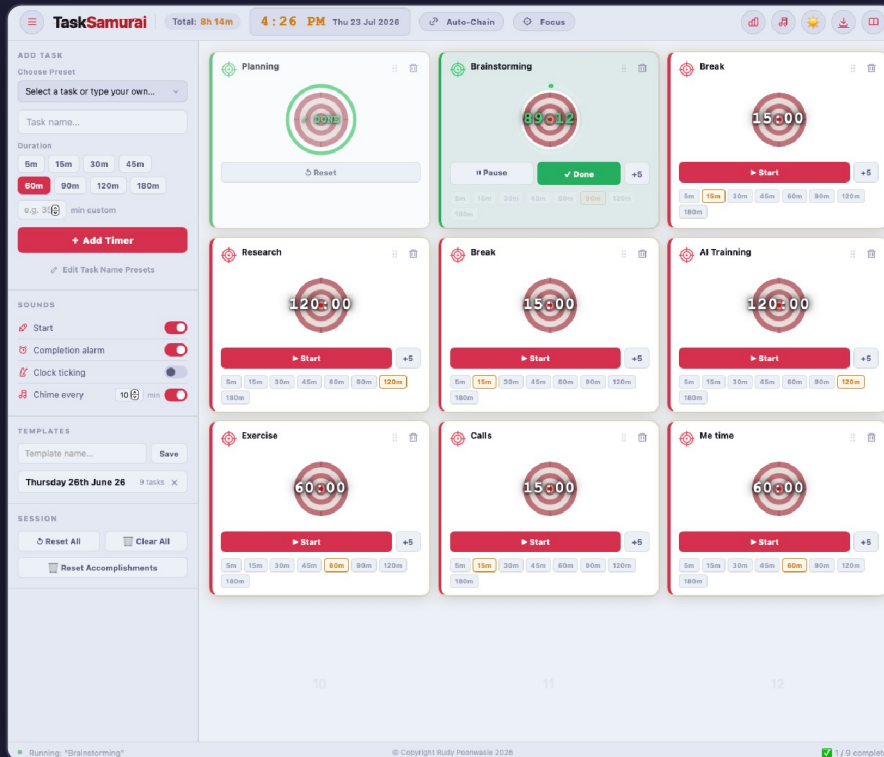
TaskSamurai

Find your focus. Cut the distractions.

QUICK START GUIDE · © 2026 RUDY POONWASIE



Task Samurai is a focus timer for up to 12 tasks. Plan your session, set durations, and let it guide you through your day without distraction. Works in your browser — no install required.



The Task Samurai grid — plan your full session at a glance

GETTING STARTED

1

Choose a preset or type a task

Use the **Choose Preset** dropdown for instant fill, or type freely.

2

Pick a duration

Quick-pick (5–180 min) or enter a custom number of minutes.

3

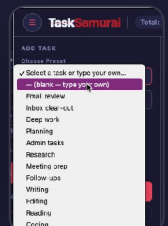
Add to the grid

Press **+ Add Timer**. Repeat for all tasks — up to 12 timers.

4

Start your session

Hover the clock to see your projected finish time, then **Start**.



Choose Preset
—
fill names
instantly

Controls & Features

Everything you can do from the grid and the header



▶ TIMER CONTROLS

- ▶ **Start / Resume**
Begin or continue the countdown.
- || **Pause**
Freeze — saves the remaining time exactly.
- +5 **+5 min**
Add five minutes to a running timer.
- ✓ **Done**
Mark complete early — triggers the alarm.
- ↺ **Reset**
Restore the timer to its original duration.
- 🗑️ **Delete**
Remove the card (top-right icon on each card).

🔊 SOUNDS

- ◇ **Start click**
Sound on every Start press.
- ◇ **Completion alarm**
Rising chord when a timer ends naturally.
- ◇ **Clock ticking**
Soft tick every second while running.
- ◇ **Interval chime**
Chimes every N minutes as a focus nudge.
- 🎵 **Mute button**
Header button — silences everything instantly.

✦ SMART FEATURES

- ⌘ **Auto-Chain**
Auto-starts the next idle timer when one finishes.
- ⋮ **Drag to reorder**
Grab any card header and drag to rearrange.
- 🕒 **Projected finish**
Hover the clock — see exact session end time.
- ⌋ **Quick-pick times**
Change an idle timer's duration with the time buttons.
- 📄 **Templates**
Save and reload a full task set in one click.
- 🌙 **Dark / Light theme**
Toggle with the moon / sun button in the header.

⚙️ SESSION CONTROLS

- ↺ **Reset All**
Resets all timers to their original durations.
- 🗑️ **Clear All**
Removes all timers from the grid entirely.
- 🗑️ **Reset Accomplishments**
Wipes task history — requires double confirmation.

PRO TIPS

Plan first

Add ALL tasks before pressing Start.

Check finish time

Hover the clock — confirm it's achievable.

Use presets

Pick from the dropdown — no typing required.

+5, not Stop

Extend rather than stopping — keeps flow.

Templates daily

Save your routine, reload every morning.

New Features

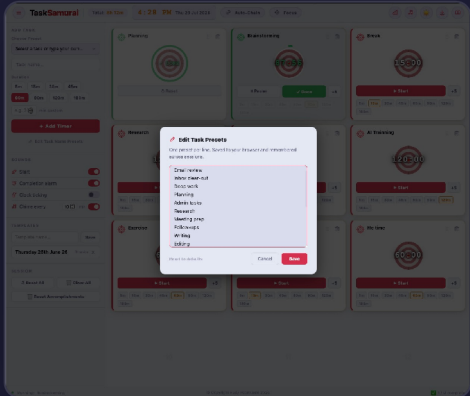
Everything added in the July 2026 update



Task Name Presets

The **Choose Preset** dropdown gives you 20 built-in task names. Selecting one fills the task name field instantly — no typing. The first option is blank, so you can clear the field and start typing your own without deleting anything.

- Click **Edit Task Name Presets** below the Add Timer button to fully customise your list
- One preset per line — saved to your browser, remembered across every session
- Reset to defaults** restores the original 20 presets instantly



Your preset list — fully editable, always saved

🎯 Focus Modes

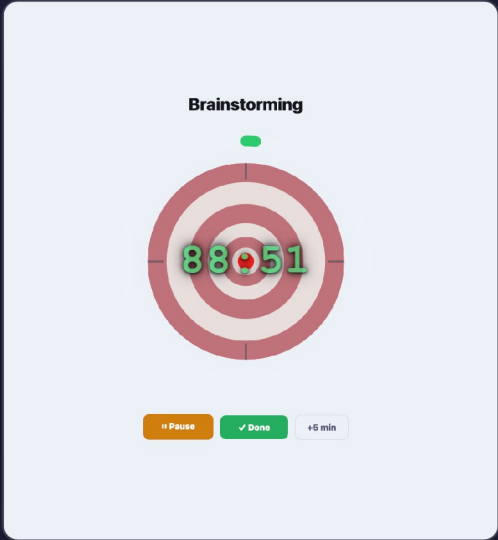
Click the **Focus** button in the header to cycle through three levels of immersion. Each click steps up the intensity.

NORMAL
Full view. Sidebar and all timers visible. The default working state.

FOCUS
Sidebar hidden. Empty slots hidden. Just your active timers — nothing else. Button turns indigo and reads **Ultra Focus** to signal the next level.

ULTRA FOCUS
Full-screen single-task immersion. The ring fills the screen. Only **Pause**, **Done** and **+5** shown. Press **Esc** or Exit to return.

Tip — If no timer is running when you enter Ultra Focus, a picker appears so you can choose which task to focus on. It starts automatically.



Ultra Focus — total immersion, one task at a time

📊 Session Analysis

Click the **chart icon** in the header to open Session Analysis — your personal productivity record.

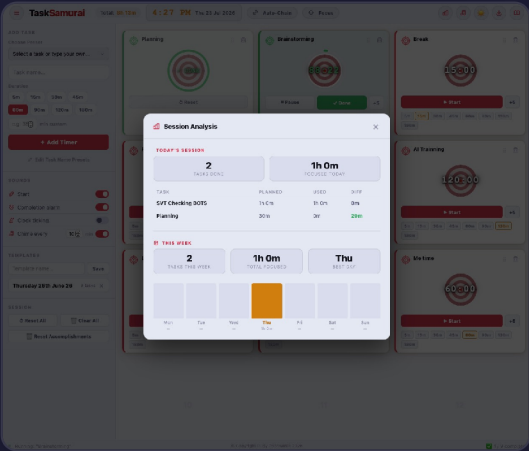
TODAY'S SESSION

- Task name, planned time, time used
- Difference shown in **red (over)** or **green (under)**

THIS WEEK

- Bar chart of daily focus totals
- Best day highlighted
- Total tasks and time for the week

Heads up — Reset Accomplishments in the sidebar wipes all history permanently — you'll be asked to confirm twice.



Session Analysis — today vs. this week at a glance

THE ADVANCED WORKFLOW

Preset → Build session → Check finish time → Focus mode → Ultra Focus → Auto-Chain → Review Analytics → Repeat