



USER MANUAL

Version 11.7



# FocusGuard Pro

## User Manual

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## 1. Introduction

**FocusGuard Pro** is a premier productivity suite designed specifically for the Windows environment. It combines the rigorous discipline of an application blocker with the rhythmic workflow of the Pomodoro technique, all wrapped in a modern, aesthetic interface.

### Core Capabilities

- **Focus Timer:** Customizable work/break intervals.
- **Distraction Shield:** Blocks specific applications during focus sessions.

- **Strict Mode:** aggressively terminates distractions for maximum discipline.
- **Analytics:** Visualizes productivity trends over time.
- **Ambient Audio:** Built-in soundscapes to induce flow states.

## System Requirements

- **Operating System:** Windows 10 or Windows 11 (64-bit recommended).
  - **Visual Effects:** "Transparency Effects" must be enabled in Windows Settings to utilize the Glass/Acrylic theme.
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## 2. Installation & Setup

### Installing FocusGuard Pro

1. Download the latest installer (FocusGuard\_Pro\_Setup\_v11.7.exe) from the official repository.
2. Double-click the installer to launch.
3. **Note:** You may see a User Account Control (UAC) prompt asking for permission to install. Click **Yes**.
4. Follow the on-screen wizard to complete the installation.

### First Launch

Once installed, launch **FocusGuard Pro** via the Desktop Shortcut or the Start Menu. \* **No Admin Rights Needed:** Unlike previous versions, v11.7 runs without requiring Administrator privileges for

daily use. \* **System Tray:** Upon launch, the application icon will appear in your System Tray (bottom right corner of the taskbar).

## Updating

FocusGuard Pro includes an automatic update checker. \* **Standard Update:** You will be prompted with a "Download" button. \* **Critical Update:** If a security or stability fix is mandatory, the application will lock until the update is performed.

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## 3. Interface Overview

The interface is divided into two main areas:

1. **Sidebar (Navigation):** Located on the left, this provides access to the five core modules: Dashboard, App Manager, Scheduler, Analytics, and Settings.
2. **Main View:** The dynamic content area that changes based on your selection.

**Tip:** You can access the "About" section by clicking the information button at the bottom of the Sidebar to view version details and developer contacts.

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## 4. Using the Dashboard

The Dashboard is your command center for daily productivity.

## Setting Intent

Before starting a timer, click on the input box that says “*What are you working on?*”. Typing a specific task (e.g., “Finish Q3 Report”) tags your session in the history logs, allowing for better tracking later.

## The Focus Timer

- **Start Session:** Click the large primary button to begin. The timer will count down your “Focus Duration” (Default: 25 mins).
- **Break Mode:** Once the focus timer ends, the app switches to “Break Mode” (Default: 5 mins) to allow you to relax.
- **Reset:** Clicking **Reset** stops the current timer and clears the session progress.

## Ambient Soundscapes

FocusGuard Pro features a built-in audio engine. 1. Locate the dropdown menu on the Dashboard. 2. Select a sound (e.g., *Rain in Jungle, Thunderstorm*). 3. **Custom Audio:** Select “*Browse Custom...*” to upload your own .mp3 or .wav file (e.g., Lo-Fi beats or White Noise).

## Mini Mode

For a minimalist experience: 1. Click the **Compress/Expand icon** (arrows) at the top right of the Dashboard card. 2. The main window will hide, and a small, floating widget will appear. 3. This

widget stays on top of other windows, showing only the timer and a Pause button.

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## 5. App Management (Blocking)

This module allows you to define which applications are considered distractions.

### Creating Profiles

You can create different profiles for different contexts (e.g., "Deep Work" vs. "Light Study"). 1. Navigate to the **App Manager** tab. 2. Use the dropdown to select a profile or create a new one.

### Blocking Apps

1. Ensure the app you want to block is currently running or installed on your PC.
2. Click **Refresh** to scan your system for active windows and shortcuts.
3. Type the name of the app in the **Search bar**.
4. Toggle the **Switch** to the **ON** position next to the app name.

### Strict Mode

*Configured in the Settings Tab.*

- **Standard Mode (Default):** If you try to open a blocked app, FocusGuard will immediately minimize it to the taskbar.
  - **Strict Mode (Aggressive):** If enabled, FocusGuard will **forcefully terminate (kill)** the process of any blocked app immediately. > **Warning:** Use Strict Mode with caution. Unsaved work in blocked applications (like Word or Notepad) will be lost instantly if you try to open them during a session.
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## 6. Scheduler & Automation

The Scheduler allows FocusGuard Pro to run autonomously.

1. Navigate to the **Scheduler** tab.
2. **Time:** Set the specific time you want a session to start (e.g., 09:00).
3. **Profile:** Select which Blocking Profile should be active (e.g., "Deep Work").
4. Click **Add**.

*Logic:* When the system clock hits the scheduled time, if FocusGuard is running (even in the background), it will automatically trigger the selected profile and begin a focus session.

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## 7. Analytics & History

Track your performance to improve habits.

### KPI Cards

- **Today:** Total hours and minutes focused since midnight.
- **Streak:** Consecutive days you have logged a session.
- **Blocked:** Total number of times you attempted to access a distracted app and were stopped.

### Charts

The **Past 7 Days** bar chart visualizes your daily consistency. Hover over a bar to see the exact hours focused.

### Session Log

A chronological list of your completed sessions. It displays: \* Date & Time. \* Task Name (The intent you typed). \* Duration.

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## 8. Customization & Settings

Make FocusGuard Pro your own.

### Visuals

- **Theme Mode:** Switch between **Ambient** (Translucent/Glass) and **Dark** (Opaque/Matte) modes.
- **Accent Color:** Choose from 6 neon presets (Indigo, Purple, Teal, Orange, Red, Pink).



- **Glass Effect:** Toggle the Windows Acrylic blur effect on/off.
- **Opacity:** Use the slider to control how transparent the window is.

## Behavior

- **Run on Startup:** If enabled, FocusGuard Pro will launch silently to the system tray when you log in to Windows.
- **Focus/Break Duration:** Use the sliders to adjust your Pomodoro intervals (e.g., 50min Focus / 10min Break).

## Data Management

All user data (Settings, History, Profiles) is stored locally for privacy at: C:\Users\[YourName]\AppData\Roaming\FocusGuardPro\

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## 9. Troubleshooting

**Q: The installer says “FocusGuard Pro.exe is in use”.** \* **A:** The app is likely running in the background. The v11.7 installer attempts to close it automatically. If it fails, check your System Tray (bottom right), right-click the FocusGuard shield icon, and select **Quit**.

**Q: The “Glass” background effect isn’t working.** \* **A:** This relies on Windows DWM. Ensure you are on Windows 10/11 and have “Transparency Effects” enabled in your Windows Personalization settings.

**Q: I lost my history after updating to v11.7. \* A:** Version 11.7 introduced a new storage location (AppData) to solve security permissions. Previous data stored in "Program Files" is deprecated. This was a necessary one-time reset to ensure future stability.

**Q: How do I uninstall? \* A:** Go to Windows Settings > Apps > Installed Apps, find FocusGuard Pro, and click Uninstall. The uninstaller will also remove your configuration files from AppData.

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**FocusGuard Pro** *Designed & Developed by Md. Mustafijur Rahman Ratul Copyright © 2025. All Rights Reserved.*