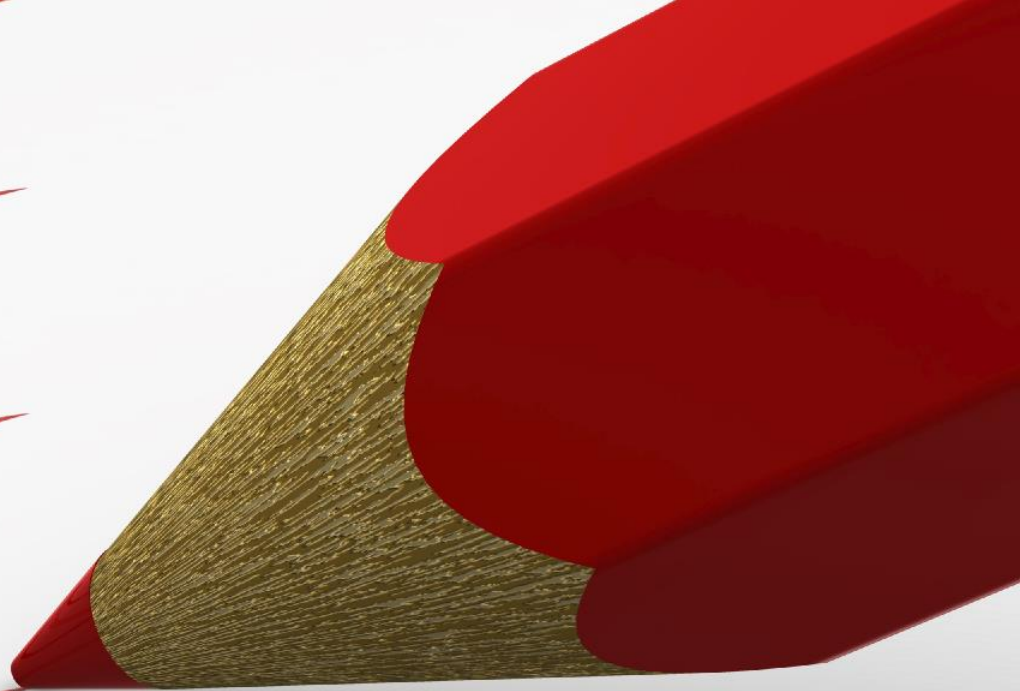




Managing Your Workflow With an Automated To-Do List

Jaclyn McKewan
jaclyn.mckewan@gmail.com
www.jmckewan.com

November 8, 2013



To-Do Lists

Toodledo ✓

Google tasks



producteev by jive

Any.do



Wunderlist

TEUXDEUX

astrid

Tasks

Notes

Outlines

Lists

Organize

Tools

Help

- VIEW BY:
- Main
 - Due-Date
 - Sharing
 - Calendar
- Folder
- Priority
 - Search
- All Tasks
- Starred
 - Hotlist
 - Recently Added
 - Recently Completed
 - Recently Modified

Add Task + SHOW SORT:

Task	Folder	Due Date	Repeat	Priority	
3 Top					
<input type="checkbox"/> ★ ↻ Watch our tutorial videos in the Help section	No Folder	Nov 04	None	3 Top	
2 High					
<input type="checkbox"/> ☆ ↻ Add some items to your todo list	No Folder	no date	None	2 High	
1 Medium					
<input type="checkbox"/> ☆ ↻ Visit the Settings section and configure your account	No Folder	no date	None	1 Medium	

Displayed Tasks: 3 active and 0 completed.

TIP:

In your [account settings](#) you can add or remove fields. Choose from: folder, context, tag, start-date, location and more.

[close tip](#)

Tasks

Notes

Outlines

Lists

Organize

Tools

Help

VIEW BY:

- Main
- Due-Date
- Sharing
- Calendar
- Folder
- Priority
- Search

- All Tasks
- Starred
- Hotlist
- Recently Added
- Recently Completed
- Recently Modified

TIP:
In your [account settings](#) you can add or remove fields. Choose from: folder, context, tag, start-date, location and more.

[close tip](#)

Cancel SHOW SORT: [Icons] Quick Search

☆ Task: [Add multiple tasks](#) [Import tasks...](#)

Folder: Due Date: Repeat: Repeat From: Priority:

Note

Save

Task	Folder	Due Date	Repeat	Priority	
3 Top					
<input type="checkbox"/> ★ Watch our tutorial videos in the Help section	No Folder	Nov 04	None	3 Top	<input type="checkbox"/>
2 High					
<input type="checkbox"/> ☆ Add some items to your todo list	No Folder	no date	None	2 High	<input type="checkbox"/>
1 Medium					
<input type="checkbox"/> ☆ Visit the Settings section and configure your account	No Folder	no date	None	1 Medium	<input type="checkbox"/>

Displayed Tasks: 3 active and 0 completed.

Tasks

Notes

Outlines

Lists

Organize

Tools

Help

VIEW BY:

- Main
- Due-Date
- Sharing
- Calendar

Folder
Priority
Search

All Tasks

Starred

Hotlist

Recently Added

Recently Completed

Recently Modified

Add Task		Quick Add Task	SHOW	SORT:		☰	☰	☰	☰	Quick Se
Task	Folder	Due Date	Repeat	Priority						
<input type="checkbox"/> ☆ ↻ Review Transcripts	No Folder	Tomorrow	Daily	0 Low						
3 Top										
<input type="checkbox"/> ★ ↻ Watch our tutorial videos in the Help section	No Folder	Nov 04	None	3 Top						
2 High										
<input type="checkbox"/> ☆ ↻ Add some items to your todo list	No Folder	no date	None	2 High						
1 Medium										
<input type="checkbox"/> ☆ ↻ Visit the Settings section and configure your account	No Folder	no date	None	1 Medium						

Displayed Tasks: 3 active and 0 completed.

Account Settings

Modify Fields/Functions Used

- Show These:
- Folder
 - Context
 - Goal
 - Start Date
 - Start Time
 - Due Date
 - Due Time
 - Repeat
 - Length
 - Timer
 - Priority
 - Tag
 - Status
 - Star
 - Location
 - Trashcan

For an explanation of each column, please visit the [help section](#).

[Save Changes](#)

- VIEW BY:
- Main
 - Due-Date
 - Sharing
 - Calendar
 - Folder
 - Priority
 - Search
- All Tasks
- Starred
 - Hotlist
 - Recently Added
 - Recently Completed
 - Recently Modified

Cancel SHOW SORT: Quick Search

☆ Task: [Add multiple tasks](#) [Import tasks...](#)

Folder: Start Date: Due Date: Repeat: Repeat From: Priority:

Note:

[Save](#)

Task	Folder	Start Date	Due Date	Repeat	Priority ^	
3 Top						
<input type="checkbox"/> ★ Watch our tutorial videos in the Help section	No Folder	no date	Nov 04	None	3 Top	
2 High						
<input type="checkbox"/> ☆ Add some items to your todo list	No Folder	no date	no date	None	2 High	
1 Medium						
<input type="checkbox"/> ☆ Visit the Settings section and configure your account	No Folder	no date	no date	None	1 Medium	
0 Low						
<input type="checkbox"/> ☆ Review Transcripts	No Folder	no date	Tomorrow	Daily	0 Low	

Displayed Tasks: 4 active and 0 completed.

TIP:
In your [account settings](#) you can add or remove fields. Choose from: folder, context, tag, start-date, location and more.

[close tip](#)



Tasks

Notes

Outlines

Lists

Organize Tools Help

VIEW BY:

- Main
- Due-Date
- Sharing
- Calendar
- Folder
- Priority
- Search

All Tasks

Starred

Hotlist

Recently Added

Recently Completed

Recently Modified

TIP:

In your account settings you

Task	Start Date	Due Date	Repeat	Priority	
3 Top					
<input type="checkbox"/> ★ 🔄 Watch our tutorial videos in the Help section	no date	Nov 04	None	3 Top	
2 High					
<input type="checkbox"/> ☆ 🔄 Add some items to your todo list	No Folder	no date	None	2 High	
1 Medium					
<input type="checkbox"/> ☆ 🔄 Visit the Settings section and configure your account	No Folder	no date	None	1 Medium	
0 Low					
<input type="checkbox"/> ☆ 🔄 Review Transcripts	No Folder	no date	Tomorrow	0 Low	
<input type="checkbox"/> ☆ 🔄 Monthly Statistics	No Folder	Dec 01	Dec 10	Monthly	0 Low

Displayed Tasks: 5 active and 0 completed.

Tasks

Notes

Outlines

Lists

Organize

Tools

Help

VIEW BY:

[Main](#)
[Due-Date](#)
[Sharing](#)
[Calendar](#)
[Folder](#)
[Priority](#)
[Search](#)
All Tasks
[Starred](#)
[Hotlist](#)
[Recently Added](#)
[Recently Completed](#)
[Recently Modified](#)

Add Task		Quick Add Task	SHOW 1	SORT: [Icons]	Quick Search		
Task	Folder	Start Date	Due Date	Repeat	Priority	[Icons]	
3 Top							
<input type="checkbox"/> ★ ↻ Watch our tutorial videos in the Help section	No Folder	no date	Nov 04	None	3 Top	[Icon]	
2 High							
<input type="checkbox"/> ☆ ↻ Add some items to your todo list	No Folder	no date	no date	None	2 High	[Icon]	
1 Medium							
<input type="checkbox"/> ☆ ↻ Visit the Settings section and configure your account	No Folder	no date	no date	None	1 Medium	[Icon]	
0 Low							
<input type="checkbox"/> ☆ ↻ Review Transcripts	No Folder	no date	Tomorrow	Daily	0 Low	[Icon]	

 1 active task is hidden due to your filter settings. [Turn off filters](#)

- Collaboration
- Scheduler
- Statistics
- Alarms & Reminders
- Mobile (iOS, Android, ...)
- Social Networks
- Import / Export / Backup
- Browser Plugin
- 3rd Party Tools
- More...

VIEW BY:

- Main
- Due-Date
- Sharing
- Calendar

- Folder
- Priority
- Search

All Tasks

Starred

Hotlist

Recently Added

Recently Completed

Recently Modified

Add Task

Quick Add Task

SHOW 1

SORT:

Task	Folder
3 Top	
<input type="checkbox"/> ★ Watch our tutorial videos in the Help section	No Folder
2 High	
<input type="checkbox"/> ☆ Add some items to your todo list	No Folder
1 Medium	
<input type="checkbox"/> ☆ Visit the Settings section and configure your account	No Folder
0 Low	
<input type="checkbox"/> ☆ Review Transcripts	No Folder

1 active task is hidden due to your filter settings. [Turn off filters](#)

Due Date

Nov 04

no date

no date

Tomorrow

Import, Export, Synchronization, Tools and Service

Toodledo has the ability to connect to many popular services and devices to allow you to access your tasks from anywhere. You can also import and export your data in a variety of formats. It's your to-do list, so you should be able to take it with you. You can manage all of your import, export and synchronization services from this page.

Popular Tools & Services



Email Access

Send emails (with file attachments) into Toodledo and have them automatically turned into tasks. Send email reports from Toodledo.com.

[Configure...](#)



Work Hours

A tool to see how many work hours are left for you to be productive.

[More Details...](#)



Google Gadgets

View, edit and add tasks directly from your iGoogle start page, Gmail or Google calendar.

[More Details...](#)



Calendars

Sync with most calendar applications, including Google Calendar and Apple iCal.

[Configure...](#)



Printable Booklets

Print your lists as foldable booklets and carry your tasks in your pocket.

[More Details...](#)

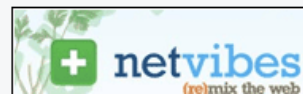
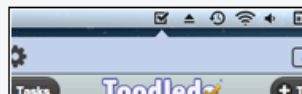


Publishing

Publish your to-do list on the internet for anyone to read.

[More Details...](#)

Other Tools & Services



Calendar Syncing

Many popular calendar applications, such as Google Calendar and Apple Calendar, support calendar subscriptions. Toodledo can sync and [import/export](#) your tasks to and from any application that supports ICS calendar files.

Calendar Subscription

Publishing your to-do list as an ICS subscription will allow Google Calendar, Apple's Calendar, or many other calendar programs to download and display your Toodledo tasks and events. Keep in mind that this is a one-direction connection. Information added or edited on your external calendar has no way to get back to Toodledo.

In order to do this, we need to publish your tasks without password protection. This means that it might be possible for someone besides you to read your tasks. Keep the following URL a secret if you don't want that to happen.

Enable Calendar Subscriptions

Save Changes

Events

Tasks with a date will appear on the calendar.

webcal://www.toodledo.com/id/td5277fabe5aaaa/ical_live_events.ics

Non-Events

Tasks without a date will appear on the to-do list.

webcal://www.toodledo.com/id/td5277fabe5aaaa/ical_live_nonevents.ics

Combo

Tasks with a date will appear on the calendar and dateless tasks will appear on the to-do list.

webcal://www.toodledo.com/id/td5277fabe5aaaa/ical_live_combo.ics

Todos

Dated and dateless tasks will both appear on the to-do list.

webcal://www.toodledo.com/id/td5277fabe5aaaa/ical_live_todos.ics

Calendar

Today



November 2013

Day

Week

Month

4 Days

Agenda

More



CREATE

Sun

Mon

Tue

Wed

Thu

Fri

Sat

27

28

29

30

31

Nov 1

2

November 2013

S M T W T F S

27 28 29 30 31 1 2

3 4 5 6 7 8 9

10 11 12 13 14 15 16

17 18 19 20 21 22 23

24 25 26 27 28 29 30

1 2 3 4 5 6 7

3

4

5

6

7

8

9

My calendars

Other calendars

Add a friend's calendar

Add a friend's calendar

Browse Interesting Calendars

Add by URL

Import calendar

Settings

17

18

19


20



21

22

23





Search Calendar 

 wnylrc1@gmail.com 


Calendar

Today   December 2013 Day Week Month 4 Days Agenda More   


CREATE 


December 2013  

S	M	T	W	T	F	S
24	25	26	27	28	29	30
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4





My calendars 

Other calendars 

 Inbox

 Toodledo iCal

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Dec 1	2	3	4	5	6	7
Monthly Statistics						
Review Transcripts	Review Transcripts	Review Transcripts	Review Transcripts	Review Transcripts	Review Transcripts	Review Transcripts
8	9	10	11	12	13	14
Monthly Statistics						
Review Transcripts	Review Transcripts	Review Transcripts	Review Transcripts	Review Transcripts	Review Transcripts	Review Transcripts
15	16	17	18	19	20	21
Review Transcripts	Review Transcripts	Review Transcripts	Review Transcripts	Review Transcripts	Review Transcripts	Review Transcripts
22	23	24	25	26	27	28
Review Transcripts	Review Transcripts	Review Transcripts	Review Transcripts	Review Transcripts	Review Transcripts	Review Transcripts
29	30	31	Jan 1	2	3	4
Review Transcripts	Review Transcripts	Review Transcripts	Monthly Statistics			
			Review Transcripts	Review Transcripts	Review Transcripts	Review Transcripts

- Collaboration 
- Scheduler 
- Statistics 
- Alarms & Reminders 
- Mobile (iOS, Android, ...)
- Social Networks
- Import / Export / Backup
- Browser Plugin
- 3rd Party Tools
- More...

VIEW BY:

- Main
- Due-Date
- Sharing
- Calendar

- Folder
- Priority
- Search

All Tasks









- Starred
- Hotlist
- Recently Added
- Recently Completed
- Recently Modified

Add Task

Quick Add Task

SHOW 1

SORT: 

Task	Folder
3 Top	
<input type="checkbox"/>   Watch our tutorial videos in the Help section	No Folder
2 High	
<input type="checkbox"/>   Add some items to your todo list	No Folder
1 Medium	
<input type="checkbox"/>   Visit the Settings section and configure your account	No Folder
0 Low	
<input type="checkbox"/>   Review Transcripts	No Folder

1 active task is hidden due to your filter settings. [Turn off filters](#)

Due Date

Nov 04

no date

no date

Tomorrow

Import, Export, Synchronization, Tools and Service

Toodledo has the ability to connect to many popular services and devices to allow you to access your tasks from anywhere. You can also import and export your data in a variety of formats. It's your to-do list, so you should be able to take it with you. You can manage all of your import, export and synchronization services from this page.

Popular Tools & Services



Email Access

Send emails (with file attachments) into Toodledo and have them automatically turned into tasks. Send email reports from Toodledo.com.

[Configure...](#)



Work Hours

A tool to see how many work hours are left for you to be productive.

[More Details...](#)



Google Gadgets

View, edit and add tasks directly from your iGoogle start page, Gmail or Google calendar.

[More Details...](#)



Calendars

Sync with most calendar applications, including Google Calendar and Apple iCal.

[Configure...](#)



Printable Booklets

Print your lists as foldable booklets and carry your tasks in your pocket.

[More Details...](#)

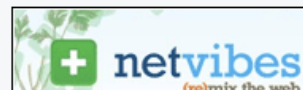
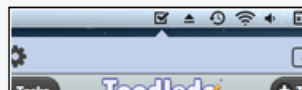


Publishing

Publish your to-do list on the internet for anyone to read.

[More Details...](#)

Other Tools & Services



Google Gadgets

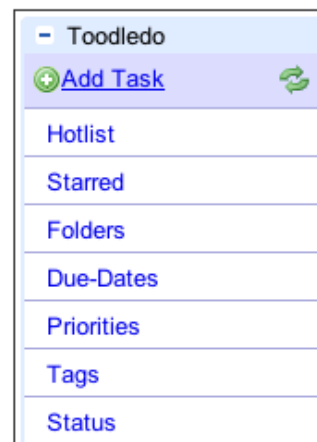
Google Gmail Gadget

If you use Google's Gmail, our Gmail Gadget will be helpful. Once you install the Toodledo Gmail Gadget you'll be able to view, edit and add tasks directly from within your email.

To install follow these directions.

1. Go into your Gmail Settings page.
2. Click on "Labs".
3. Find the "Add any gadget by URL" lab feature and enable it by clicking the radio button and then clicking the "Save Changes" button.
4. When the page reloads, go back to your Gmail Settings page.
5. Click on "Gadgets".
6. Type in "https://www.toodledo.com/widget/gmail.php" and click the "Add" button.

If you are having trouble getting the gadget to keep you signed in, please read this [Help Topic about Cookies](#).



Google Calendar Sidebar Gadget

If you use [Google Calendar](#) you can put Toodledo in your sidebar, which will allow for quick access to your to-do list. To install simply click the button below.





Search bar with magnifying glass icon

Gmail ▾

☐ ▾ ↻ More ▾

Click here to enable desktop notifications for Gmail. [Learn more](#) [Hide](#)



COMPOSE

📁 Primary 👤 Social 📄 Promotions +

- Inbox ▾
- Starred
- Important
- Chats
- Sent Mail
- Drafts
- All Mail
- Spam (1)
- Trash
- More ▾

Your primary tab is empty.
Nothing to see here.

Display density:

- Comfortable
- Cozy
- Compact

[Configure inbox](#)

Settings

- Themes
- Send feedback
- Help

- Inbox
- Starred
- Important
- Chats
- Sent Mail
- Drafts
- All Mail
- Spam (1)**
- Trash
- More ▾

Gmail Labs: Some crazy experimental stuff.

Gmail Labs is a testing ground for experimental features that aren't quite ready for primetime. They may **change**, **break** or **disappear** at any time.

If (when) a Labs feature breaks, and you're having trouble loading your inbox, there's an escape hatch. Use <https://mail.google.com/mail/?labs=0>.

Search for a lab: e.g. [search](#), [gadget](#), [preview](#)

Enabled Labs

Add a gadget by its URL:

Add any gadget by URL
by Dan P and Dong C

- Enable
- Disable

Adds a "Gadgets" tab to Settings, where you'll be able to specify the URL of any gadget. This gadget will show in a box in the left column.

[Send feedback](#)

Available Labs

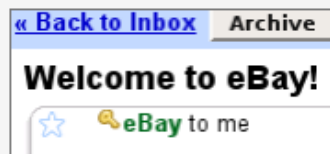


Apps Search
by the Apps Search team

- Enable
- Disable

Extends search with Google Docs and Sites results. Apps Search will find the most relevant Docs and Sites and show them below Gmail search results.

[Send feedback](#)



Authentication icon for verified senders
by E R

- Enable
- Disable

Displays a key icon next to authenticated messages from certain senders that spammers attempt to fake. [Learn more](#)

[Send feedback](#)



[Click here to enable](#) desktop notifications for Gmail. [Learn more](#) [Hide](#)

Gmail ▾

Settings

COMPOSE

[General](#) [Labels](#) [Inbox](#) [Accounts](#) [Filters](#) [Forwarding and POP/IMAP](#) [Chat](#) [Web Clips](#) [Labs](#) **Gadgets** [Offline](#) [Themes](#)

- Inbox
- Starred
- Important
- Chats
- Sent Mail
- Drafts
- All Mail
- Spam (1)**
- Trash
- More ▾

Gadgets

You have no gadgets installed.

Add a gadget by its URL:

Add

Heads-up: If you add a Gadget that uses OpenSocial, it'll have access to your Google [public profile](#) and [friends list](#).



[Click here to enable desktop notifications for Gmail.](#) [Learn more](#) [Hide](#)

Gmail ▾

▾

COMPOSE

Primary Social Promotions

Inbox ▾

- Starred
- Important
- Chats
- Sent Mail
- Drafts
- All Mail
- Spam (1)**
- Trash
- More ▾

Your primary tab is empty.
Nothing to see here.

Toodledo ▾

- [Add Task](#)
- [Hotlist](#)
- [Starred](#)
- [Folders](#)
- [Due-Dates](#)
- [Priorities](#)
- [Recently Completed](#)
- [All Tasks](#)
- [Settings](#)

0 GB (0%) of 15 GB used
[Manage](#)

[Click here to enable desktop notifications for Gmail.](#) [Learn more](#) [Hide](#)

Gmail ▾

▾

COMPOSE

Primary Social Promotions

- Inbox**
- Starred
- Important
- Chats
- Sent Mail
- Drafts
- All Mail
- Spam (1)**
- Trash
- More ▾

Your primary tab is empty.
Nothing to see here.

Toodledo

[+ Add Task](#)

[Top > All Tasks](#)

- Watch our tutorial videos in the Help section
3 Top Priority. Due Nov 04
- Add some items to your todo list
2 High Priority.
- Visit the Settings section and configure your account
1 Medium Priority.
- Review Transcripts
0 Low Priority. Due Tomorrow

0 GB (0%) of 15 GB used
[Manage](#)

©2013 Google - [Terms & Privacy](#)

Last

- Collaboration
- Scheduler
- Statistics
- Alarms & Reminders
- Mobile (iOS, Android, ...)
- Social Networks
- Import / Export / Backup
- Browser Plugin
- 3rd Party Tools
- More...

VIEW BY:

- Main
- Due-Date
- Sharing
- Calendar

- Folder
- Priority
- Search

All Tasks

- Starred
- Hotlist
- Recently Added
- Recently Completed
- Recently Modified

Add Task

Quick Add Task

SHOW 1

SORT: [icon]

Task	Folder
3 Top	
<input type="checkbox"/> ★ ↻ Watch our tutorial videos in the Help section	No Folder
2 High	
<input type="checkbox"/> ☆ ↻ Add some items to your todo list	No Folder
1 Medium	
<input type="checkbox"/> ☆ ↻ Visit the Settings section and configure your account	No Folder
0 Low	
<input type="checkbox"/> ☆ ↻ Review Transcripts	No Folder

1 active task is hidden due to your filter settings. [Turn off filters](#)

Due Date

Nov 04

no date

no date

Tomorrow

3rd Party Directory

Toodledo has the ability to connect to many popular services and devices to allow you to access your tasks from anywhere. It's your to-do list, so you should be able to take it with you. This directory lists many different 3rd party tools that were built upon Toodledo's free and open [API](#).



[iPhone, iPad and iPod touch](#) (27)



[iPhone / iPad App](#) (Official)

Perfectly syncs Toodledo with your iPhone, iPad or iPod touch.



[2Do for iPhone & Android](#)

★★★★★ (161)

Sync with iPhone / iPad / Android.



[QuickPost](#)

★★★★☆ (3)

Post Toodledo quickly.



[PlanBe](#)

★★★★☆ (2)

PlanBe is a well-made event, task app for iOS & iPhone. \PI



[Action Lists](#)

★★★★★ (26)

GTD Task Manager



[Pocket Lists](#)

★★★★☆ (8)

Checklist & to-do app integrated with Toodledo.com



[Manage](#)

★★★★☆ (16)

Powerful carefully crafted todo manager with handwriting

3rd Party Directory

Toodledo has the ability to connect to many popular services and devices to allow you to access your tasks from anywhere. It's your to-do list, so you should be able to take it with you. This directory lists many different 3rd party tools that were built upon Toodledo's free and open [API](#).



[iPhone, iPad and iPod touch](#) (27)



[Android](#) (17)



[DGT-GTD](#)

★★★★★ (807)

Getting Things Done & Todo



[Pocket Informant for Android](#)

★★★★☆ (214)



[Due Today](#)

★★★★★ (213)



[ToDoToday](#)

★★★★☆ (22)

ToDo list application for Android to show due and overdue ta



[Tasks To Do](#)

★★★★★ (39)

The comprehensive Android To-Do List



[MyToodle](#)

★★★★☆ (16)

Toodledo Android App



[toodleTasks \(Tablets and Phones\)](#)

★★★★★ (32)

A full-featured task management application



[ToDo Task Manager -Pro](#)

★★★★☆ (11)

A powerful task manager application that is simple to use.



[Guru Calendar](#)

★★★★★ (3)



[ToDo Next Task List, ToDo List](#)

★★★★☆ (4)



Amazon Kindle



OverDrive Media...



Play Books

Home screen

Set wallpaper

Add to Home screen

Apps and widgets

Folder



Phone



Gmail



Chrome



Messaging



Apps

Apps

Widgets



Music playlist
1 x 1



My Call Sound
1 x 1



MyToodle
2 x 2

@work +

- send time sheet
- Due Today**
- suggest coffee machine
- 3 Top Priority**
- read report

Negative colors
2 x 1

Negative Colors

OverDrive Media Cons..
3 x 1



OverDrive Media Cons..
1 x 1





Amazon Kindle




OverDrive Media...



Play Books

All Tasks  

IMPORTANCE LEVEL: 11

Watch our tutorial videos in the Help... 

3 Top Priority

IMPORTANCE LEVEL: 4

Add some items to your todo list

2 High Priority

IMPORTANCE LEVEL: 2



Phone



Gmail



Chrome



Messaging



Apps



[Show search options](#)

Remember The Milk News

Tips & Tricks Tuesday: Budget tracking with Remember The Milk. See the [blog](#) for more details, and learn how you can win a 1 year Pro account by sharing your best tip or trick. For the latest updates from the team, follow us on [Twitter](#), [Facebook](#), or [Google+](#).

Posted on Tuesday, November 5, 2013

[» Continue to Tasks](#)

[Always skip this page](#)

Today

Tomorrow

Overdue

[Weekly Planner](#)

No tasks due today.

What's New?

shared tasks

emailed tasks

shared lists

NEW [pro](#) Has RTM made you more organized and productive? [Upgrade to Pro](#) and support RTM.

[About](#) | [Blog](#) | [Apps](#) | [Forums](#) | [Help](#) | [Contact Us](#) | [Terms of Use](#) | [Privacy Policy](#)

inbox personal sent study work

[What is this?](#)



Search bar with a search icon and a link to [Show search options](#)

Inbox | Personal | Study | Work | Sent | **All Tasks**

Complete | Postpone | More Actions... | Sort by... ▼

Select: [All](#), [Due Today](#), [Due Tomorrow](#), [Overdue](#), [None](#)

« Add a new task ?

☑ review transcripts

NEW pro Has RTM made you more organized and productive? [Upgrade to Pro](#) and support RTM.

[About](#) | [Blog](#) | [Apps](#) | [Forums](#) | [Help](#) | [Contact Us](#) | [Terms of Use](#) | [Privacy Policy](#)

Task | Notes

review transcripts ✎

Due: never ▾
 Repeat: never ↺
 Time estimate: none ⌚
 Tags: none 🏷️
 Location: none 🌐
 URL: none 🔗
 Postponed: 0 times
 Shared with: no one
 Notes: 0

? The *Inbox* is just like your email inbox - except that instead of emails, you'll receive tasks. [Learn more](#) about the Inbox.

i 1 task selected.

Key ✕

Priorities:
 1 2 3 No

Due today: **bold**
 Overdue: underline

[Learn keyboard shortcuts](#)



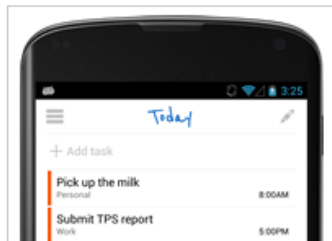
Apps

Official Apps



[Remember The Milk for the web](#)

Get organized and productive with the Remember The Milk web app, available for all good web browsers.



[Remember The Milk for Android](#)

Full-featured app for Android phones and tablets, now available for download on Google Play!



[Remember The Milk for iPhone](#)

Take your tasks anywhere with this feature-packed app, now available on the App Store.

Developing with the API

Anyone can write applications that interact with Remember The Milk. [Learn more.](#)

More Services

RSS Feeds

Keep track of your tasks with your feed reader. [Learn more.](#)

iCalendar Feeds

Subscribe to your tasks in your calendar software. [Learn more.](#)

Email Tasks

Send tasks into your Remember The Milk account [Learn more.](#)

Pro Tester Program *pro*

Want to try out pre-release versions of new Remember The Milk features? [Learn more.](#)

Reminders

Click here to enable desktop notifications for Gmail. [Learn more](#) [Hide](#)

- Gmail**
- Contacts
- Tasks
- Starred
- Important
- Chats
- Sent Mail
- Drafts
- All Mail
- Spam (1)**
- Trash
- More

Your primary tab is empty.
Nothing to see here.

Toodledo

[Add Task](#)

[Top > All Tasks](#)

- Watch our tutorial videos in the Help section
3 Top Priority. Due Nov 04
- Add some items to your todo list
2 High Priority.
- Visit the Settings section and configure your account
1 Medium Priority.
- Review Transcripts
0 Low Priority. Due Tomorrow

0 GB (0%) of 15 GB used
[Manage](#)

©2013 Google - [Terms & Privacy](#)

Last account activity: 39 minutes ago
[Details](#)



Search bar with magnifying glass icon

wnylrc1@gmail.com

Click here to enable desktop notifications for Gmail. Learn more Hide

Gmail

Refresh, More buttons



COMPOSE

Primary, Social, Promotions tabs

Inbox

- Starred, Important, Chats, Sent Mail, Drafts, All Mail, Spam (1), Trash, More

Your primary tab is empty. Nothing to see here.

Toodledo

Task list with items like 'Watch our tutorial videos in the Help section', 'Add some items to your todo list', 'Visit the Settings section and configure your account', 'Review Transcripts'

0 GB (0%) of 15 GB used Manage

©2013 Google - Terms & Privacy

Last account activity: 39 minutes ago Details

Tasks: WNYLRC's list. Item: review transcripts

Actions + trash list icon

Calendars

Google Search Calendar +Jaclyn

Calendar Today < > November 2013 Day Week Month 4 Days Agenda

CREATE

- Mini calendar
- My calendars
 - Personal / Work
 - Tasks
- Other calendars
 - Add a friend's calendar
 - Jaclyn's ToodleDo

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27 2p Chihuahua Meetu 5p Dylan's Birthday F	28 AskUs Training at I	29 CLRC Social Medi:	30	31	Nov 1	2 12 DJ Corvette Party 10 Whiskerfest
3	4	5	6	7	8 Librarian's Toolbo	9
10 2p Chihuahua Meetu	11	12	13	14	15 Dave J's 40th birth	16
17	18	19 AskUs Meeting at F	20 AskUs Meeting at C	21	22	23
24 10 Canine Good Citi 2p Chihuahua Meetu	25	26	27	28	29	30



Amazon Kindle



OverDrive Media...



Play Books

Home screen

Set wallpaper

Add to Home screen

Apps and widgets

Folder



Phone



Gmail



Chrome



Messaging



Apps

Apps

Widgets



1x1 Weather Channel
1 x 1



2x2 Weather Channel
2 x 2



4x1 Weather Channel
4 x 1



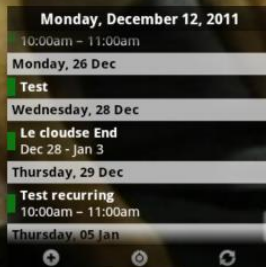
Agenda Widget (2x2)
2 x 2



Agenda Widget (3x1)
3 x 1



Agenda Widget (3x3)
3 x 3



Apps

Widgets



Agenda Widget (4x2)
4 x 2



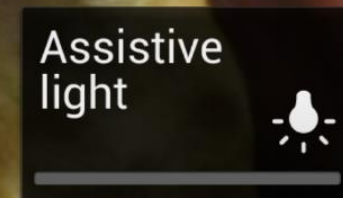
Alarm
2 x 1



AllShare Cast
1 x 1



Assistive light
2 x 1



Book
1 x 1



Bookmark
1 x 1



Google

- Mon, Nov 04**
- Fri, 08 Nov
- Librarian's Toolbox Syracuse
- Sun, 10 Nov
- Chihuahua Meetup at Canine Academy 2:00pm
- Fri, 15 Nov
- Dave J's 40th birthday



Display



Camera



Facebook



The Weather Channel



Pinboard



Maps



Ren



SilentMode



Phone



Gmail



Chrome



Messaging



Apps

Apps

Widgets



Bookmarks

3 x 2



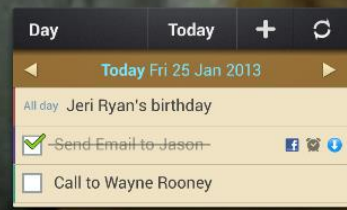
Calendar

2 x 3



Calendar (mini today)

4 x 2



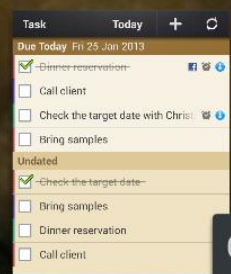
Calendar (month)

4 x 4



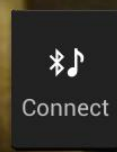
Calendar (tasks)

4 x 4

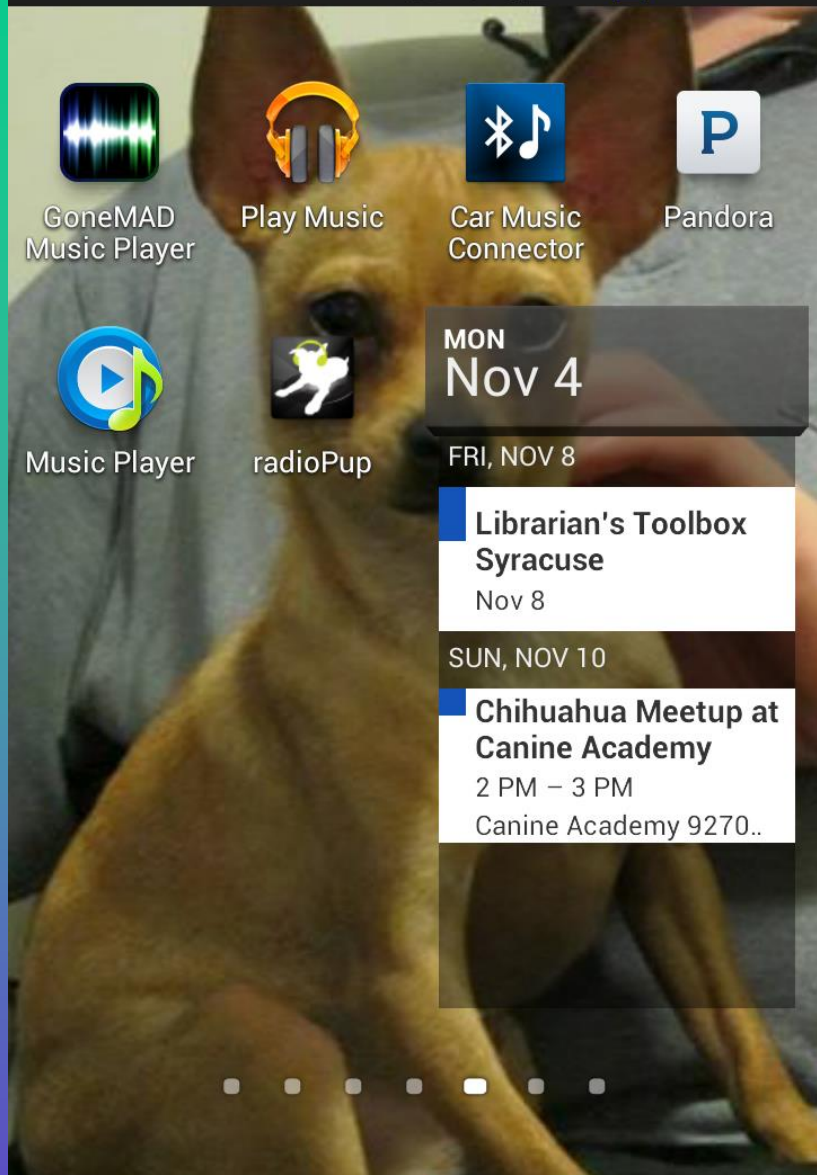


Car Music Connector

1 x 1



Copied to clipboard



GoneMAD Music Player



Play Music



Car Music Connector



Pandora



Music Player



radioPup

MON
Nov 4

FRI, NOV 8
Librarian's Toolbox Syracuse
Nov 8

SUN, NOV 10
Chihuahua Meetup at Canine Academy
2 PM – 3 PM
Canine Academy 9270..



Phone



Gmail



Chrome



Messaging



Apps

Rainlendar

[Features](#) [Gallery](#) [FAQ](#) [Wiki](#) [Forum](#) [Download](#) [Purchase](#) [Contact](#)

Rainlendar is a customizable calendar application which stays out of your way but keeps all your important events and tasks always visible on your desktop.



EVENTS:

Today

✘ 09:00 - 10:00
Morning meeting

👤 ✘ 14:00 - 17:00 Visit
customer premises

📞 ⚠ 15:00 - 15:30 Call
the project manager

🏈 20:00 - 22:00
Football game

Friday - Sunday

🌸 ✈ Weekend in Paris

Monday next week

📺 21:00 - 23:00
Monday night movie

Tuesday next week

📖 Final exam

TODO:

Housework

☑ Clean the house



EVENTS AND TASKS

Rainlendar supports events and tasks which both are kept in separate lists. This helps you to keep your life better organized and makes it easier to see what are the upcoming things you need to do.

ALARMS

Get notified in advanced before the event is due so that you don't forget your important events. It is also possible to snooze the alarm if you want to get reminded about it later.



STANDARDS BASED

All the data is stored in the standard iCalendar format (RFC2445) which is supported by most calendar applications. This makes it easy to transfer the events between applications.

HIGHLY CUSTOMIZABLE

The look and feel of the calendar can be changed with skins. You can also mix the skins together and have as many windows visible as you want.

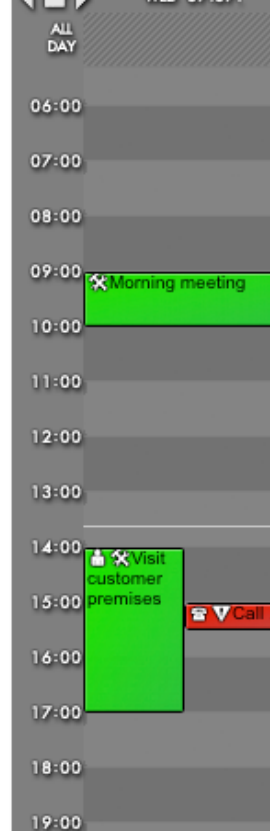


LOCALIZED

Rainlendar has been translated to over 50 different languages so you can use it in your

DAY VIEW:

WED 07.07.



Rainlendar

Features Gallery FAQ Wiki Forum **Download** Purchase Contact

DOWNLOAD



Looking for 64-bit downloads? Click here: [Show all downloads](#)

Rainlendar does not contain any spyware or adware
(or any other kind of malware for that matter
...and this applies to the free Lite version too).

What is the differences between the Pro and Lite versions? See [here](#).

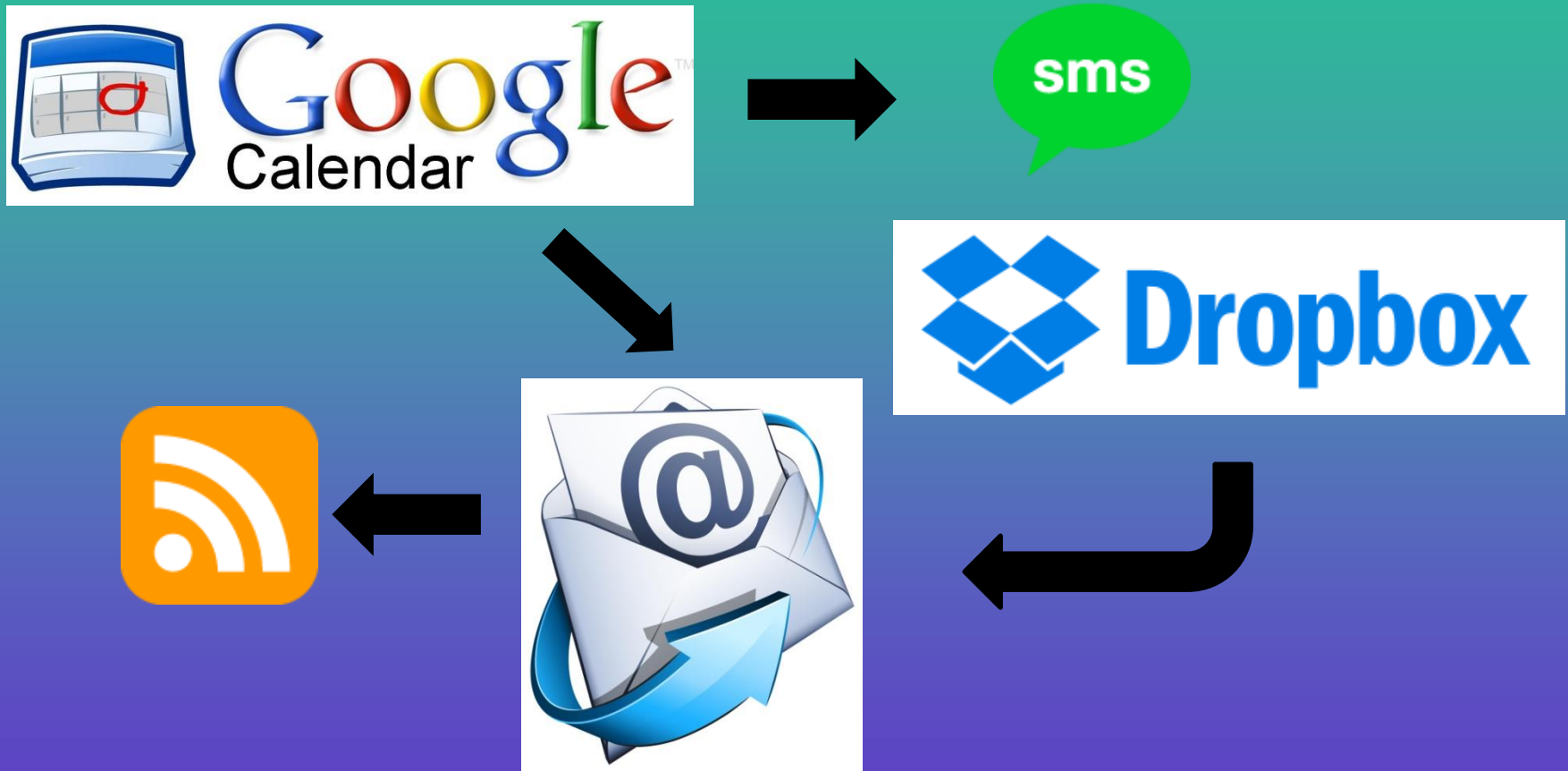
Want to purchase a license for the Pro version? See [here](#).

Want to have new skins? Go to [here](#).

Want to have new languages? Go to [here](#).

Want to see the full change history? See [here](#).

Making Connections





Put the internet to work for you.

Join IFTTT

...and use Recipes like this



Have your instagrams appear on your twitter account as a twitpic.

by fashionindie

204 👤

Dashboard

My Shared Recipes

0

used 0 times

[Create your Profile](#)

My Personal Recipes

4

3 are turned on

[Create a Recipe](#)

Community

Join the conversation on Twitter and Facebook.

Follow @ifttt 72.1K followers

Like 36k

Invitations

Help us spread the word.

[Invite a friend!](#)



The power of IFTTT, now in your pocket.
Get IFTTT for iPhone now!

Suggested Recipes



Voice Memo

by [ltoh](#) on Sep 7, 2011
used 276 times



Event notice!

by [leekee](#) on Sep 7, 2011
used 23 times



Add to your Readability reading list by fave'ing a tweet.

by [readability](#) on Sep 7, 2011
used 593 times

Channels

You have **14** of 72 Channels activated



500px



App.net



bitly



blink(1)



Blogger



Box



Boxcar



Boxoh Package Tracking



Buffer



BuzzFeed



Campfire



Craigslist



Date & Time



Delicious



Diigo



Dropbox



Email



ESPN



Etsy



Evernote



Facebook



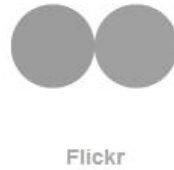
Facebook Pages



Feed



Feedly



Salesforce

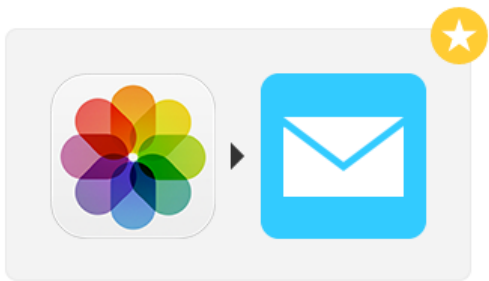
SkyDrive

SmartThings

SMS

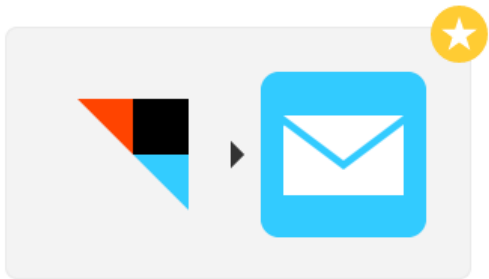
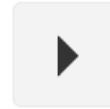
SoundCloud

Stocks



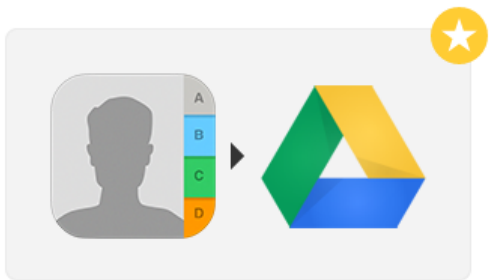
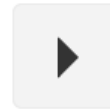
Email me my new iPhone photos

by [alexander](#) on Jul 9, 2013
used 47,510 times



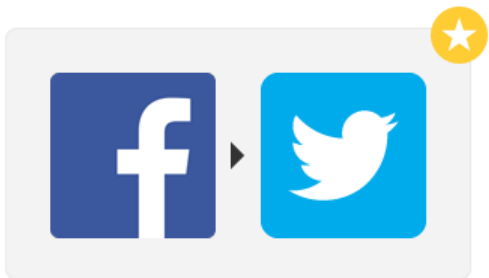
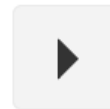
Get all the Updates to IFTTT via email!

by [linden](#) on Nov 14, 2011
used 45,998 times



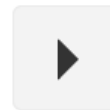
Backup my contacts to a Google Spreadsheet

by [mcb](#) on Jul 3, 2013
used 42,848 times



When #Facebook profile picture changes, update #Twitter profile picture

by [derickjackson](#) on Nov 21, 2011
used 40,438 times



if  then 

Note to self



created March 16, 2013
never triggered

if  then 

Leave myself a #transcribed #voicenote:#Voicemails to #IFTTT have #audio and #transcription placed



created March 16, 2013
last triggered March 16, 2013
triggered 1 time

if  then 

email me at work before meeting starts



created March 15, 2013
last triggered October 08, 2013
triggered 20 times

if  then 

Text me before meetings start



created March 15, 2013
last triggered October 08, 2013
triggered 20 times

Choose Trigger Channel

step 1 of 7

Showing Channels that provide at least one Trigger. [View all Channels](#)



500px



App.net



bitly



Blogger



Boxoh Package Tracking



Buffer



BuzzFeed



Campfire



Craigslist



Date & Time



Delicious



Diigo



Dropbox



Email



ESPN



Etsy



Evernote



Facebook



Facebook Pages



Feed



Feedly



ffffound!



Flickr



Foursquare



Gmail



Google Calendar



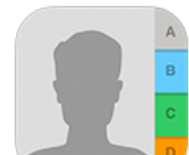
Google Talk



IFTTT



Instagram



iOS Contacts



Choose a Trigger

step 2 of 7

back ▲

Any new email

This Trigger fires every time any new email arrives in Gmail.

Any new attachment

This Trigger fires for every email attachment that arrives in your inbox.
NOTE: Multiple attachments each fire separately.

New email from

This Trigger fires every time a new email arrives in your inbox from the address you specify.

New starred email

This Trigger fires every time you add any new star to an email.

New email labeled

This Trigger fires every time a new email arrives in your inbox with the label you specify.

New email from search

This Trigger fires every time a new email arrives in your inbox that matches the search query you specify.

if  then that

New starred email

Choose Action Channel

step 4 of 7

back ▲

Showing Channels that provide at least one Action. [View all Channels](#)



500px



App.net



bitly



blink(1)



Blogger



Box



Boxcar



Buffer



Campfire



Delicious



Diigo



Dropbox



Email



Evernote



Facebook



Facebook Pages



Feedly



Flickr



Gmail



Google Calendar



Google Drive



Google Talk



HootSuite



Instapaper



Choose an Action

step 5 of 7

back ▲

Create a note

This Action will create a new note in the notebook you specify.

Append to note

This Action will append to a note as determined by its title and notebook. Once a note's size reaches 2MB a new note will be created.

Create a link note

This Action will create a new link note from a source URL in the notebook you specify.

Create image note from URL

This Action will create a new note with an image attachment in the notebook you specify.

Create an audio note from URL

This Action will create a new note with an audio attachment in the notebook you specify.

Create a note



Title

Starred email from FromAddress : Subject



Body

From: FromAddress

Subject: Subject

First Attachment: FirstAttachmentPrivateURL

Date: ReceivedAt

BodyPlain



Notebook

IFTTT Gmail



leave blank for default notebook



Tags

IFTTT, Gmail



comma separated

Create Action

Zhorn Software



Donate

[stickies](#) | [bart](#) | [zbar](#) | [caffeine](#) | [cas](#) | [birthday reminder](#) | [keycounter](#) | [soundboard](#) | [vnchelper](#)

- Stickies
- Download
- Screenshots
- FAQ
- Tools
- API
- Skins
- Versions

Download Stickies

Copyright, licence and disclaimer

Stickies is freeware. You may use this software on any number of computers for as long as you like, and you don't have to pay a penny. There are no crippled features for registered users only, no time delays and no stupid nag screens.

All that said, Stickies is not public domain software. I allow the free distribution of the software, but I retain ownership and copyright of the software and its source code in its entirety.

You may use and/or distribute this software only subject to the following conditions:

- You may not modify the program or documentation files in any way.
- You may not sell the software or charge a distribution fee, except to recover the media costs.
- You may not remove my name or copyright notification, and you may not claim to be the owner or author of this software.
- You understand and agree with this licence and with the disclaimer printed below.

Disclaimer

While every care has been taken to ensure that Stickies is safe, non-destructive and will not lose your data, you use this product entirely at your own risk. The author will not be held responsible or liable for any damages resulting from your use, misuse, or inability to use this product.

If you do not agree with this disclaimer or the above conditions of use, you should not use this product.

Compatibility

Stickies runs on Windows 98, 98SE, Me, 2000, XP, Vista, 7 and 8. Windows 95 and Windows NT are no longer supported. Some features will not work on versions of Windows prior to Windows 2000 - for those OS, try an [older version of Stickies](#).

Download

 [Download Stickies 7.1e setup program \(1052kb\)](#)

v7 upgrades

If you upgrade to Stickies v7 from an earlier version, you should be aware that:

- The default action for dragging from Store to Desktop is now move, not copy



Jaclyn McKewan

jaclyn.mckewan@gmail.com

www.jmckewan.com