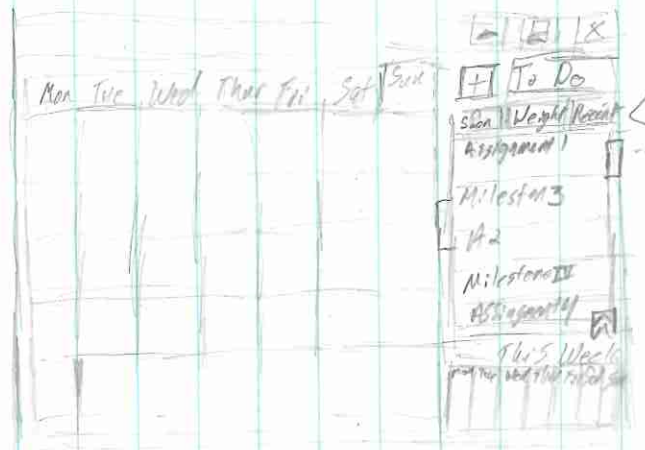


Expand To Do list

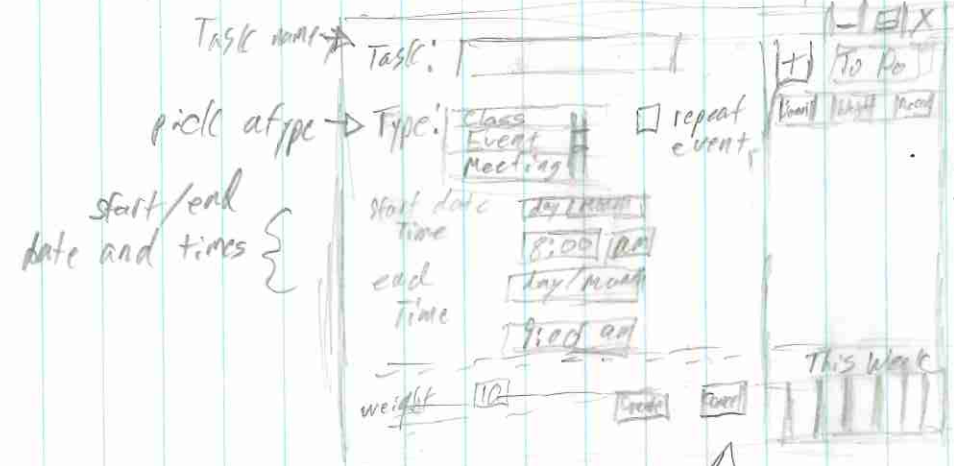


Can organize tasks via due date / weight / Recently added

click the "this week" mini window



Click the "+" by To Do to create a new task



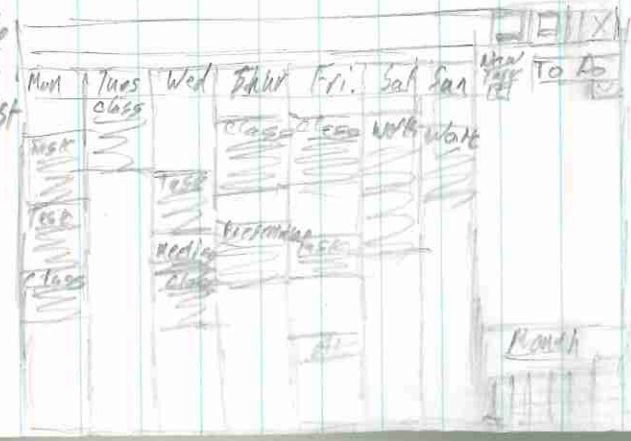
create a new task for "To Do"



clicking on a Task/ or event for assessment



can hide weekly task list



hitting cancel prompts a "are you sure?" message