

1. Enter `C-d` in an org file on a TODO line to set the deadline for an item.
2. Enter `u` when the cursor is on TODO in org to cycle backward through the options.
3. To clock in on a project, put the pointer on the headline and enter `C-c C-x C-i`.
4. To avoid having a project listed as being stuck in agenda, include one subtask as being `WAITING`.
5. A drawer cannot contain a headline or another `org` file.
6. Enter `C-s` in an org file with the cursor on a TODO line to schedule an item.
7. To add a label to headline, put the pointer on the headline and enter `C-c C-l`.
8. Enter `C-c C-x` `C-a` when the cursor is on a headline to send the item to the appropriate archive.
9. To see if a command is active, enter `C-c C-k` KB, where KB is the keybinding.
10. To create a project in the gtd.org file, label the headline with `PROJECT`.
11. Enter `C-c C-d` in an org file on a TODO line to set the deadline for an item.
12. To change the TODO state, put the cursor on the item and enter `C-c C-x C-t`. Select d for DONE, w for WAITING, s for SCHEDULED, p for PENDING, and a for ARCHIVED.
13. Enter `C-c C-s` in an org file on a TODO line to `SCHEDULE` an item.
14. Enter `C-n` when the cursor is on TODO in org to cycle forward through the options.
15. Enter `C-c C-x C-n` to create a new item and send it to the inbox.org.
16. To close the agenda buffer, place the cursor in the agenda buffer and enter `C-c C-x C-c`.
17. Enter `C-c C-s` in an org file with the cursor on a TODO line to schedule an item.
18. Enter `C-c C-x C-a` when the cursor is on a headline to send the item to the appropriate archive.
19. To start a timer, enter `C-c C-x C-t`.
20. To split the window vertically with a new buffer appearing on the right, enter `C-x C-z`.
21. To track progress of a project in terms of percentage, enter `C-c C-x C-p` on the headline.
22. To count the words in LaTeX file and not include the LaTeX markup in the word count, enter `C-c C-x C-w`.
23. To see if a command is active, enter `C-c C-k` KB, where KB is the keybinding.
24. To track progress of a project in terms of number of done over number of tasks, enter `C-c C-x C-r` on the headline.
25. To save all modified org files, enter `C-c C-x C-s` when the cursor or point is in the agenda buffer.
26. Enter `C-c C-s` in an org file on a TODO line to schedule an item.
27. Enter `C-c C-d` in an org file on a TODO line to set the `DEADLINE` for an item.
28. Enter `fn F10` or the command `org-menu-bar-open` to access the menu bar when in the terminal version of emacs.
29. To add a label to headline, put the pointer on the headline and enter `C-c C-l`.
30. When in the inbox.org, enter `C-c C-r` to refile the item to another file.
31. Enter `C-c C-x C-a` when the cursor is on a headline to send the item to the appropriate archive.
32. To view a subtree in column view, enter `C-c C-x C-c`.
33. When in the inbox.org, enter `C-c C-r` to refile the item to another file.
34. Enter `C-c C-x C-a` when the cursor is on a headline to send the item to the appropriate archive.
35. Enter `M-x org-menu-bar-open` or the command `M-x menu-bar-open` to access the menu bar when in the terminal version of emacs.
36. To clock out of a project, put the pointer on the headline and enter `C-c C-x C-o`.
37. Enter `C-d` in an org file on a TODO line to set the deadline for an item.

Answers to quiz about Orgmode_agenda1 in em yr2021mo09day15hr07min47sec53

1. C-c
2. S-<
3. C-c C-x tab
4. NEXT
5. drawer
6. C-c
7. C-c
8. C-a
9. k
10. TODO
11. C-d
12. C-c C-t
13. schedule
14. S->
15. C-c c t
16. q
17. C-s
18. C-c C-x C-a
19. C-c C-x 0
20. 3
21. [%]
22. C-c w
23. C-c
24. [/]
25. C-x C-s
26. C-s
27. deadline
28. M-x menu-bar-open
29. C-c C-c
30. C-w
31. C-c
32. C-x C-c
33. C-c C-w
34. C-x
35. fn F10
36. C-x C-o
37. C-c

References cited in quiz about Orgmode_agenda1 in em yr2021mo09day15hr07min47sec53

- 1.
2. 'Living in Emacs' on ibm.com/developerWorks