

# ToDo List



User Manual

# Overview

When starting the application user should see this screen. The App automatically load your previous tasks and reflects its total number on the main screen.

The user can choose one of the option to go to the submenu for more specified options.

```
*****
***** Welcome to ToDoly Application *****
*****
```

```
-----
                          ToDoly Application
>> You have 7 tasks todo and 4 tasks are done!
>> Pick an option:
>> (1) Show Task List (by date or project)
>> (2) Add New Task
>> (3) Edit Task (update, mark as done, remove)
>> (4) Save and Quit
-----
```

```
Enter menu option :
>> █
```

# Displaying tasks

User have two ways for showing tasks.

- Show tasks order by its due date.

A screen for the task list will be displayed order date wise for the user to track the earliest tasks first.

Enter menu option :

>> 1

Show tasks by:

- (1) date
- (2) project
- (0) To return to main page

Enter menu option :

>> █

Enter menu option :  
>> 1

Show Tasks by date

(dd-MM-yyyy)

DueDate	Project	Status	Title
29-09-2018	Personal	Done	Do the mid review IP
01-10-2018	Other	Done	Call Abdulkadir
01-10-2018	Other	Done	Cancel the dentist apointment
01-10-2018	Other	ToDo	Buy the gerocery from Wilys
03-10-2018	Family in Yemen P...	ToDo	Send the documents
03-10-2018	Personal	Done	visit the doctor
06-10-2018	Family	ToDo	Go to resturant
10-10-2018	Work	ToDo	Prepare the CV
10-10-2018	Work	ToDo	Perpare for the interview
19-10-2018	Work	ToDo	Testing
12-12-2018	Family	ToDo	Book a Trip

Show tasks by:

- (1) date
- (2) project
- (0) To return to main page

Enter menu option :

>> █

- Show tasks filtered by its project.

A screen for exists project will be displayed for the user to choose which project wants to show its tasks.

```
Enter menu option :
>> 2

  Show Tasks by project
-----
```

Exsist project/s :

ID	Project
1	Family in Yemen P...
2	Personal
3	Work
4	Family
5	Other

```
Enter a project number you want to show a task to :
Enter menu option :
>> █
```

```
Enter a project number you want to show a task to :
Enter menu option :
>> 5
```

```
-----
** Project name ** : Other
-----
```

(dd-MM-yyyy)

DueDate	Status	Title
01-10-2018	Done	Call Abdulkadir
01-10-2018	Done	Cancel the dentist apointment
01-10-2018	ToDo	Buy the gerocery from Wilys

```
Show tasks by:
- (1) date
- (2) project

- (0) To return to main page
```

```
Enter menu option :
>> █
```

# Create a new task

User can use of the two options for adding new task

- Add task to exists project
- Add task with a new project

```
-----
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>> (4) Save and Quit
-----

Enter menu option :
>> 2

      Add new task
      -----

Add task :
- (1) to exists project
- (2) with a new project

- (0) To return to main page

Enter menu option :
>> █
```

- Add task to exists project

A screen for exists project will show for user to choose which project wants to add a task to.

User need to insert :

- Task title
- Task due date
- Task Status (ToDo or Done)

```
Enter menu option :  
>> 1
```

```
Exsist project/s :
```

ID	Project
1	Family in Yemen P...
2	Personal
3	Work
4	Family
5	Other

```
Enter a project number you want to add a task to :  
Enter menu option :  
>> █
```

Enter a project number you want to add a task to :

Enter menu option :

>> 5

Enter Task Title :

>> Gamming nitgh

Enter Task Due Date, use format dd-MM-yyyy :

>> 13-10-2018

Enter Task Status :

>> todo █

- Add task with a new project

The user need to input :

- Task project name
- Task title
- Task due date
- Task Status (ToDo or Done)

Enter menu option :

>> 2

Enter Project Name :

>> Friends

Enter Task Title :

>> Monthly catch up with friends at Friends cafe

Enter Task Due Date, use format dd-MM-yyyy :

>> 28-10-2018

Enter Task Status :

>> Todo

Successful in adding the task

# Edit and Remove

The user can edit and remove a task in different way as :

- Edit a task
- Change status
- Remove a task/s

```
-----
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>> (4) Save and Quit
-----
```

```
Enter menu option :
>> 3
```

```
Editing and Removing :
```

- (1) edit a task
- (2) change status
- (3) remove a task/s
- (0) to return to previous page

```
Enter menu option :
>> █
```



## - Edit a task

The user will see a task list with a unique task id to use as a reference for editing.

The user can choose what to edit in the task such:

- Task project name
- Task title
- Task due date

Note: The user can edit one element only and must not enter all previous information, click enter for passing and keep the current information for each field.

```
Enter menu option :  
>> 1
```

```
(dd-MM-yyyy)
```

DueDate	Project	Status	Title	Task Number
03-10-2018	Personal	Done	visit the doctor	2
06-10-2018	Family	ToDo	Go to resturant	8
10-10-2018	Work	ToDo	Prepare the CV	5
18-10-2018	Work	ToDo	Perpare for the interview	6
19-10-2018	Work	ToDo	Testing	4
12-12-2018	Family	ToDo	Book a Trip	7

```
Enter task number you want to edit :  
>> █
```

```
Enter task number you want to edit :  
>> 6
```

```
Exsits project name : ( Work )  
Enter a new project name or press (Enter) to keep it same :  
>>
```

```
Exsits title : ( Perpare for the interview )  
Enter a new title or press Enter to keep it same :  
>> Go to the interview @10:30
```

```
Exsits DueDate : ( 18-10-2018 )  
Enter a new DueDate or press Enter to keep it same :  
>>
```

```
^^ Task task has been edited ^^
```

## - Change status

The user can easily change the status of the task only by choosing its number from the task list screen and it'll reverse its current status either from Done  $\Rightarrow$  ToDo or ToDo  $\Rightarrow$  Done.

```
Enter menu option :  
>> 1
```

(dd-MM-yyyy)				
DueDate	Project	Status	Title	Task Number
03-10-2018	Personal	Done	visit the doctor	2
06-10-2018	Family	ToDo	Go to resturant	8
10-10-2018	Work	ToDo	Prepare the CV	5
18-10-2018	Work	ToDo	Perpare for the interview	6
19-10-2018	Work	ToDo	Testing	4
12-12-2018	Family	ToDo	Book a Trip	7

```
Enter task number you want to edit :  
>> █
```

Enter task number for the task you want to change it's status :

>> 8

Task status has been updated from ToDo ==> Done

## – Remove a task/s

The user can remove a selective task by choosing its number from the task list screen and it'll delete from the task list. The user can also delete all Done tasks by choosing (o) and it'll delete all the Done tasks.

Enter menu option :  
>> 3

(dd-MM-yyyy)

DueDate	Project	Status	Title	Task Number
29-09-2018	Personal	Done	Do the mid review IP	3
03-10-2018	Family in Yemen P...	ToDo	Send the monthly transfer	1
03-10-2018	Personal	Done	visit the doctor	2
10-10-2018	Work	ToDo	Prepare the CV	5
19-10-2018	Work	ToDo	Testing	4

Enter task number to remove or (0) to remove all done tasks :  
>> 5

Task has been removed from your list

# Exit

The user is going to have the option for saving or not before exiting .

If the user want to discard all the changes done to the tasks list, user can choose

(2) Without saving.

Else the user can keep all the changes to the task list made by choosing

(1) With Saving

Enter menu option :

>> 4

Exit :

- (1) with saving
- (2) without saving

- (0) to return to previous page

Enter menu option :

>> █

# App input validation

The app has its input validity such as :

- Menu choosing options
- Date entries

The user will be asked to re-enter the data until it's valid

```
-----
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>> (4) Save and Quit
-----
```

```
Enter menu option :
>> I want bla bla bla ...
Invalid Input ... please try again
```

```
Enter menu option :
>> █
```

```
-----
                          ToDoly Application
>> You have 7 tasks todo and 4 tasks are done!
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>> (2) Add New Task
>> (3) Edit Task (update, mark as done, remove)
>> (4) Save and Quit
-----
```

```
Enter menu option :
>> 6
```

```
Wrong option number,
Please enter the option number again between 1 and 4 :
>> █
```

Enter Task Due Date, use format dd-MM-yyyy :

>> 33-12-2018

33-12-2018 is Invalid Date format, use dd-MM-yyyy format :

Enter Task Due Date, use format dd-MM-yyyy :

>> date is date

date is date is Invalid Date format, use dd-MM-yyyy format :

Enter Task Due Date, use format dd-MM-yyyy :

>> 12-1-210

Enter Task Due Date, use format dd-MM-yyyy :

>> 12-1-2018

Enter Task Status :

>> █