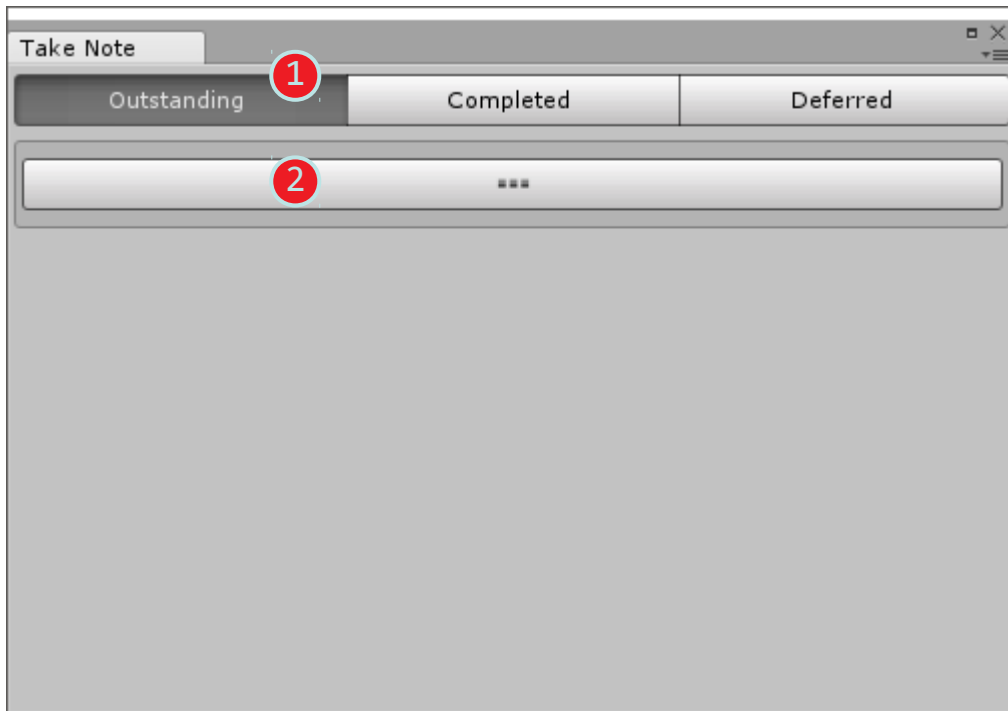
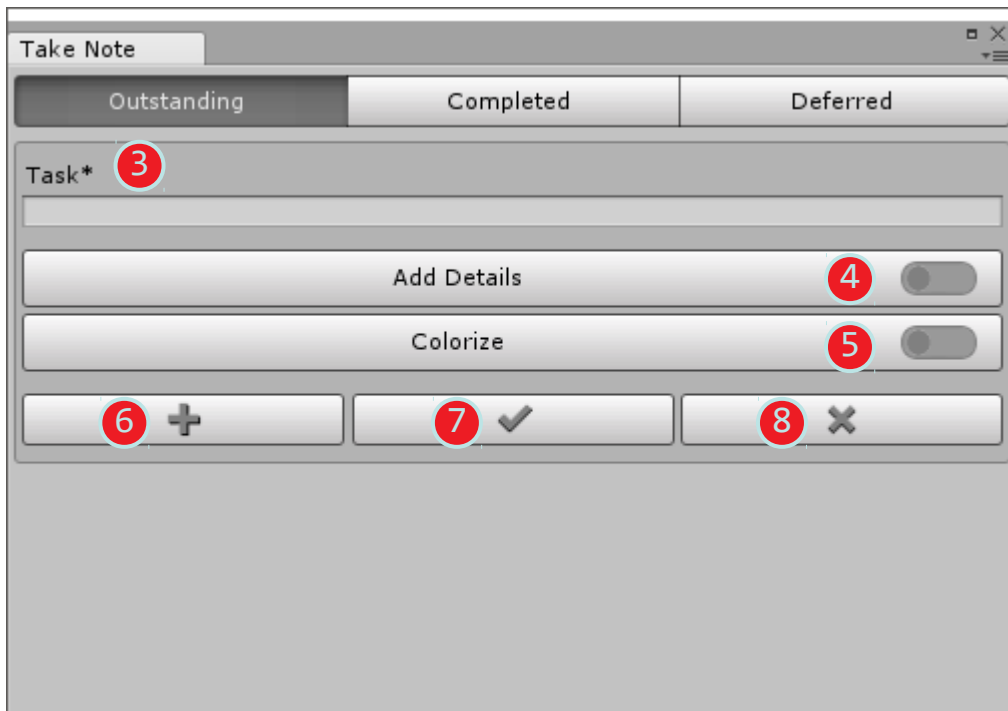


Take Note 1.0

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1. Task List Toolbar
2. Show *Add Task Tools*



3. Task Title
4. Turn On *Details*
5. Turn On *Colorize*
6. Add Task
7. Add Task and Close
8. Close

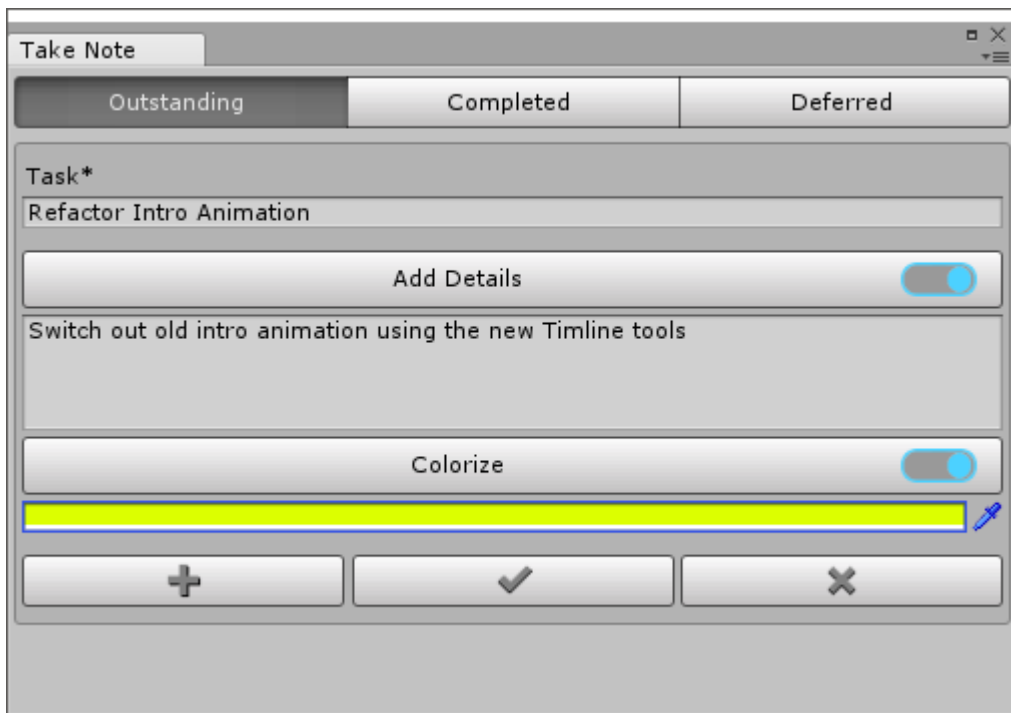
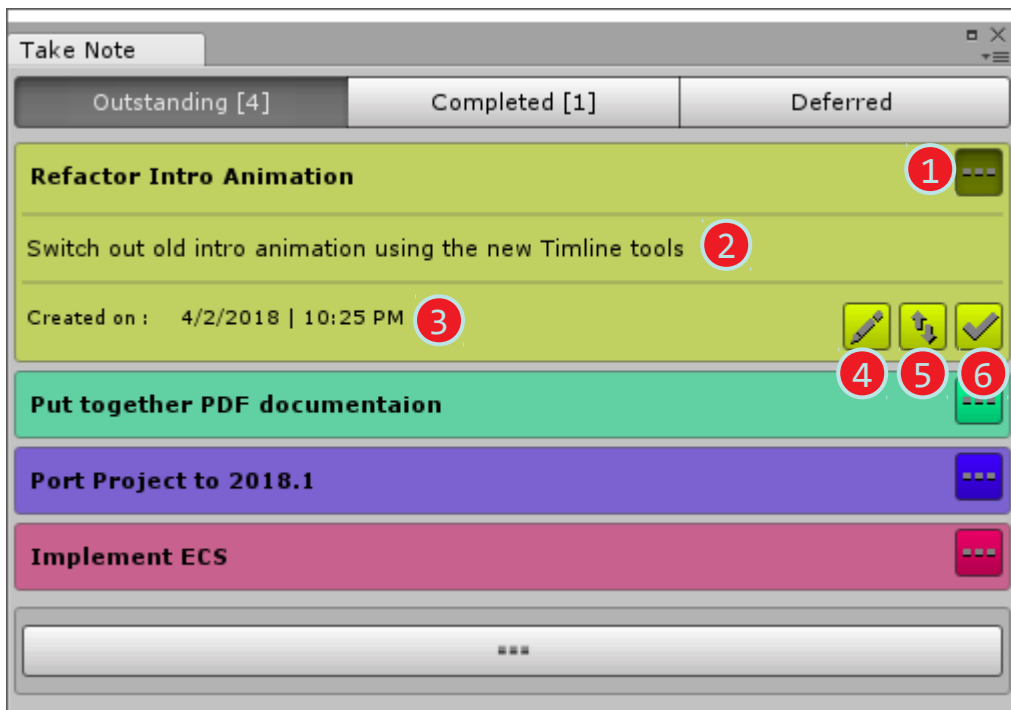


Fig. 2.1
Creating a Task



1. Show More
2. Details
3. Creation Date
4. Edit Task
5. Move Task up | Down
6. Assign Task Status

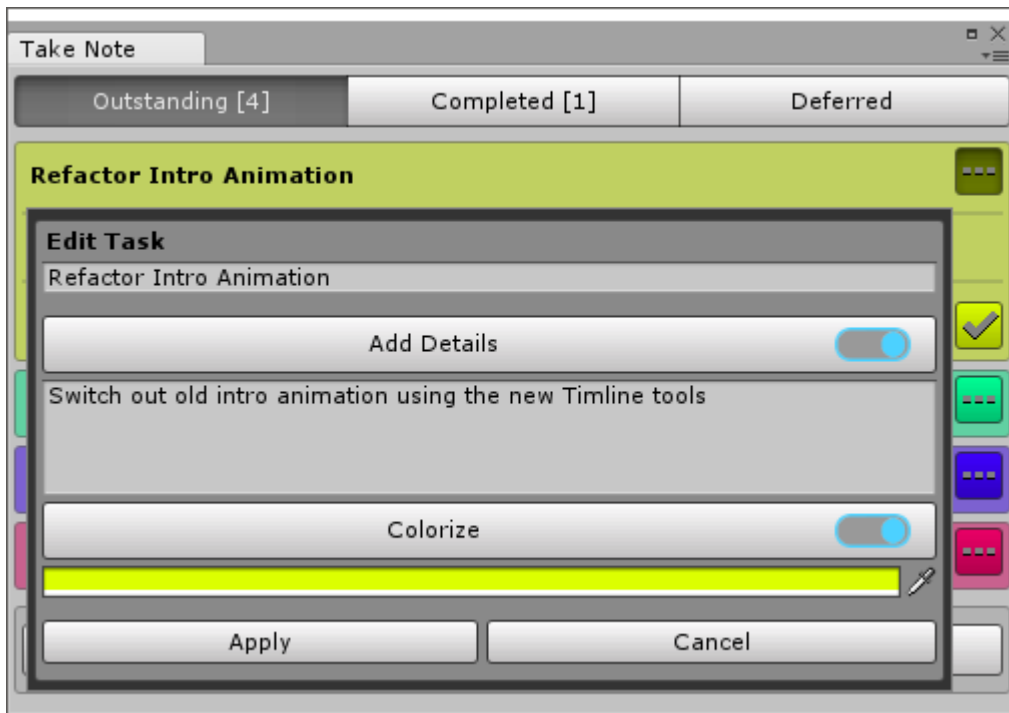


Fig. 3.1
Edit Task Pop-Up

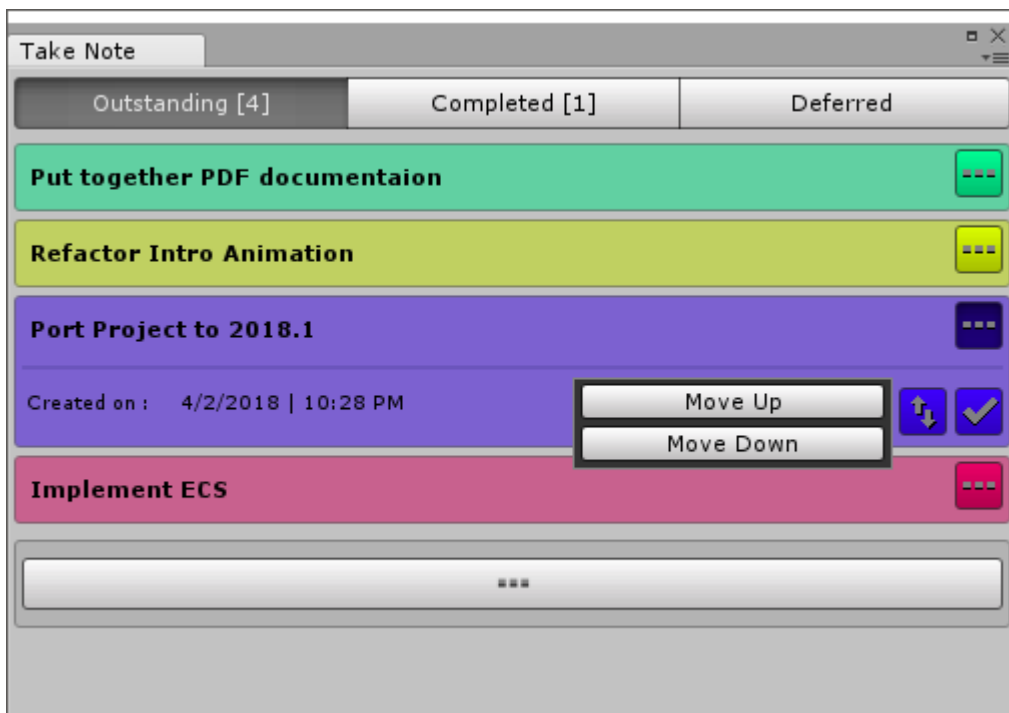


Fig. 3.2
Reorder Task Pop-Up

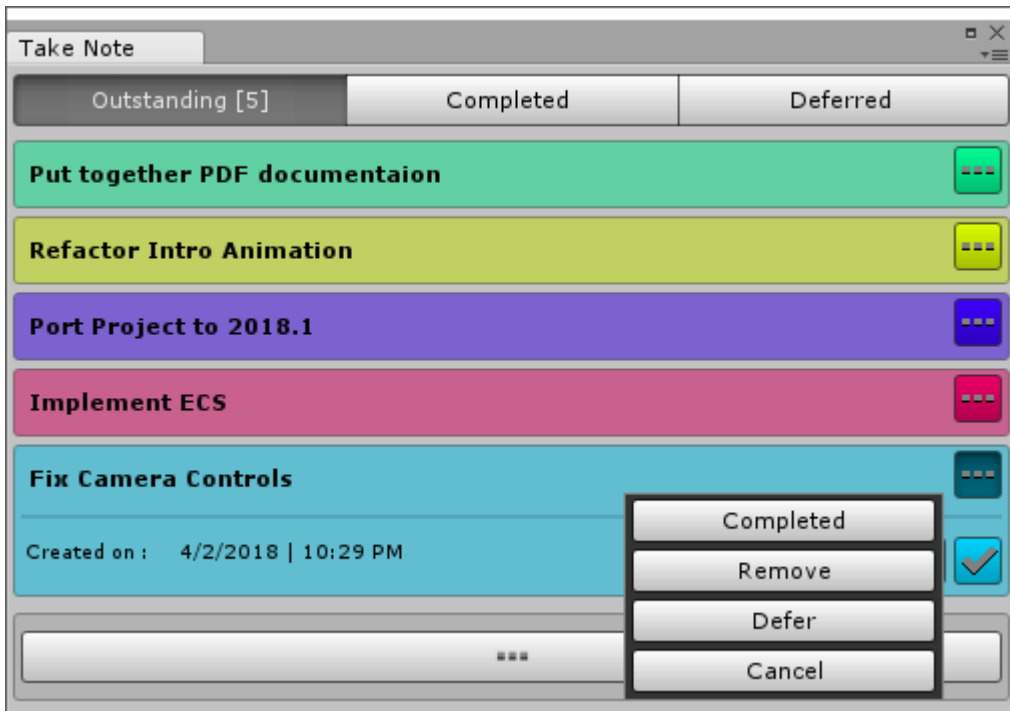
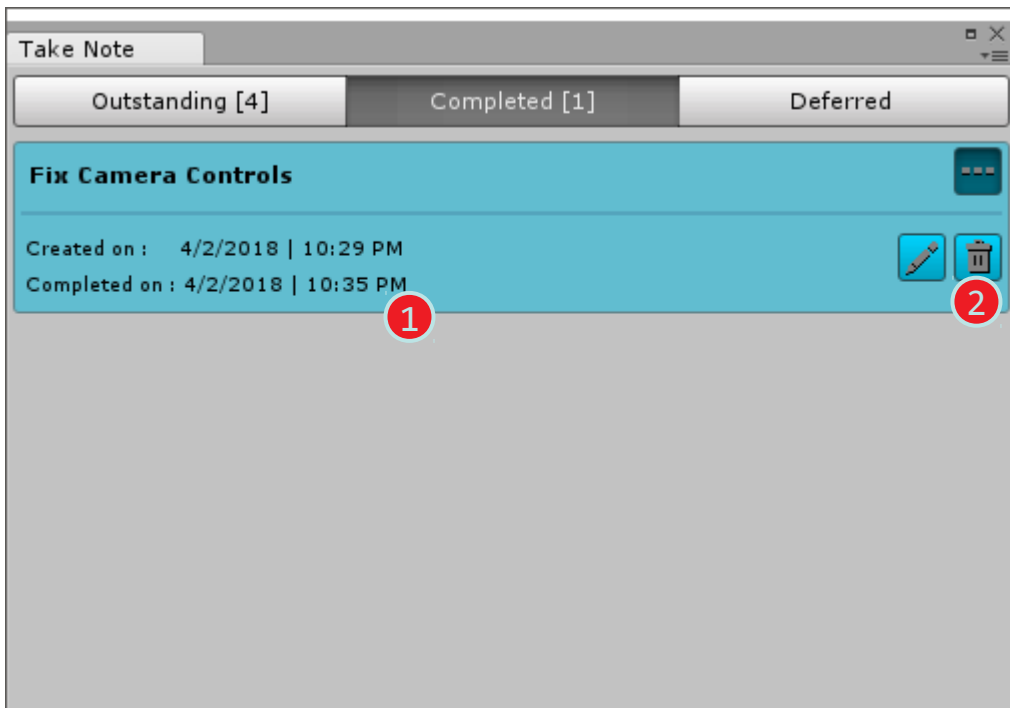


Fig. 4.1

Assign Status Pop-Up



1. Completion Date

2. Remove | Change Status

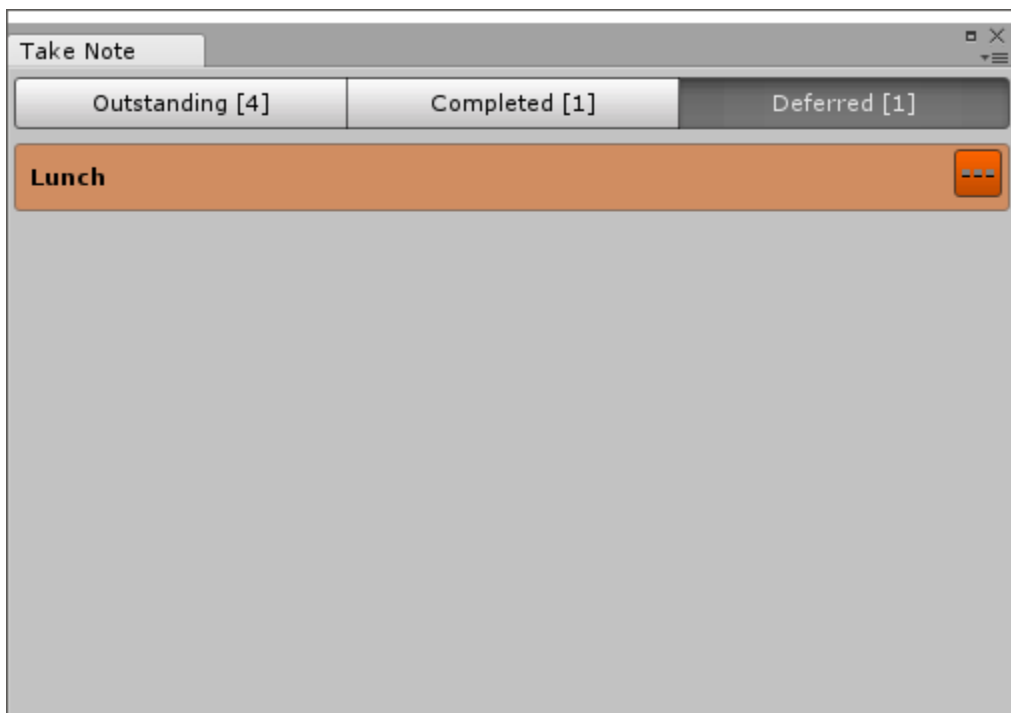


Fig 5.1

That's Lunch