### 1. The Building Blocks of the App

The app is made using a toolkit called **Tkinter**. Think of Tkinter like a box of LEGOs that lets us build buttons, boxes, calendars, and more on a computer screen.

We also use a **calendar tool** (called tkcalendar) to pick dates for our tasks and some other tools to save and load our task list.

### 2. What's in the App?

Here's what you see when you open the app:

#### a) The Title

At the top, there's a big label that says, "TANVAS ToDoList App." This tells you what the app is.

### b) Add Task Section

This is where you can **type the name of the task** you want to do, like "Clean my room." You can also:

- Set a priority for the task (Low, Normal, or High).
- Add the task to your list by clicking the "+" button.

#### c) Task List

In the middle, you'll see a **big box** where all your tasks are listed. Each task shows:

- Whether it's completed (it has a if it's done or [] if not).
- The task's name, due date, and priority.

You can click on a task in this box to see more details about it, like its description.

### d) Buttons to Manage Tasks

Below the task list, there are some cool **round buttons**:

- Mark Completed: Click this to mark a task as done.
- Delete Task: Click this to remove a task.

You can also **filter the tasks** (show All, Completed, or Pending tasks) or **sort them** by due date or alphabetical order.

# e) Calendar

There's a **calendar** at the bottom that lets you pick a date. If you want to see tasks for a specific date, just click on that date!

#### f) Search Bar

You can also **search for a task** by name using the magnifying glass button.

### 3. How Does the App Work?

Now let's peek behind the scenes to see how the app does all these cool things!

# a) Saving and Loading Tasks

- Tasks are saved in a file called tasks.json on your computer. This is like keeping a notebook where you write down all your tasks.
- When you open the app, it reads this file and shows your saved tasks.

### b) Adding a Task

When you type in a task name and click the "+" button:

- 1. The app asks you for a description (optional).
- 2. It adds the task to the list with:
  - o A due date (picked from the calendar).
  - o A priority (Low, Normal, or High).
  - A "not done" status.

The app saves the task so it's there next time you open it.

# c) Marking a Task as Completed

When you click the **v** button:

- 1. The app checks which task you've selected.
- 2. It marks that task as done (adds a  $\checkmark$ ).
- 3. It saves this update in the notebook (the tasks.json file).

### d) Deleting a Task

When you click the W button:

- 1. The app checks which task you selected.
- 2. It removes that task from the list.
- 3. It saves the updated list so the task is gone forever.

### e) Filtering Tasks

You can filter tasks to see:

- All tasks: Everything you've added.
- **Completed tasks:** Only the ones you've finished.
- Pending tasks: Tasks you still need to do.

### f) Sorting Tasks

You can sort tasks in two ways:

- 1. **By Due Date:** Tasks with earlier dates come first.
- 2. Alphabetically: Tasks are ordered from A to Z.

# g) Search

If you forget where a task is, you can click the Q button and type the name of the task. The app will show only tasks that match what you typed.

#### h) Viewing Task Details

When you click on a task, the app shows a box with its **description**. This is like flipping over a card to see what's written on the back.

### 4. What Makes the App Special?

- Easy to Use: It's simple to add, complete, or delete tasks.
- Shows Task Details: You can write descriptions for tasks and see them anytime.
- Search and Sort: Quickly find what you need.
- Calendar Integration: Easily pick dates and view tasks by day.
- Saves Everything: Your tasks are stored, so you won't lose them even if you close the app.

### 5. How Does It Look?

The app is colorful and friendly:

- Buttons are round and bright, with icons for easy understanding.
- The task list is neat and organized.
- You can quickly switch between views (All, Completed, Pending).

### 6. What's Happening Behind the Curtain?

- Code: This program is written in a language called Python, using tools like tkinter and tkcalendar.
- **Events:** When you click a button, the app listens and performs the action.
- **Files:** It uses a file (tasks.json) to store your tasks.

### 7. Why Use It?

This app is like having a personal assistant that helps you:

- Stay organized.
- Remember important tasks and dates.

• Finish everything on time.