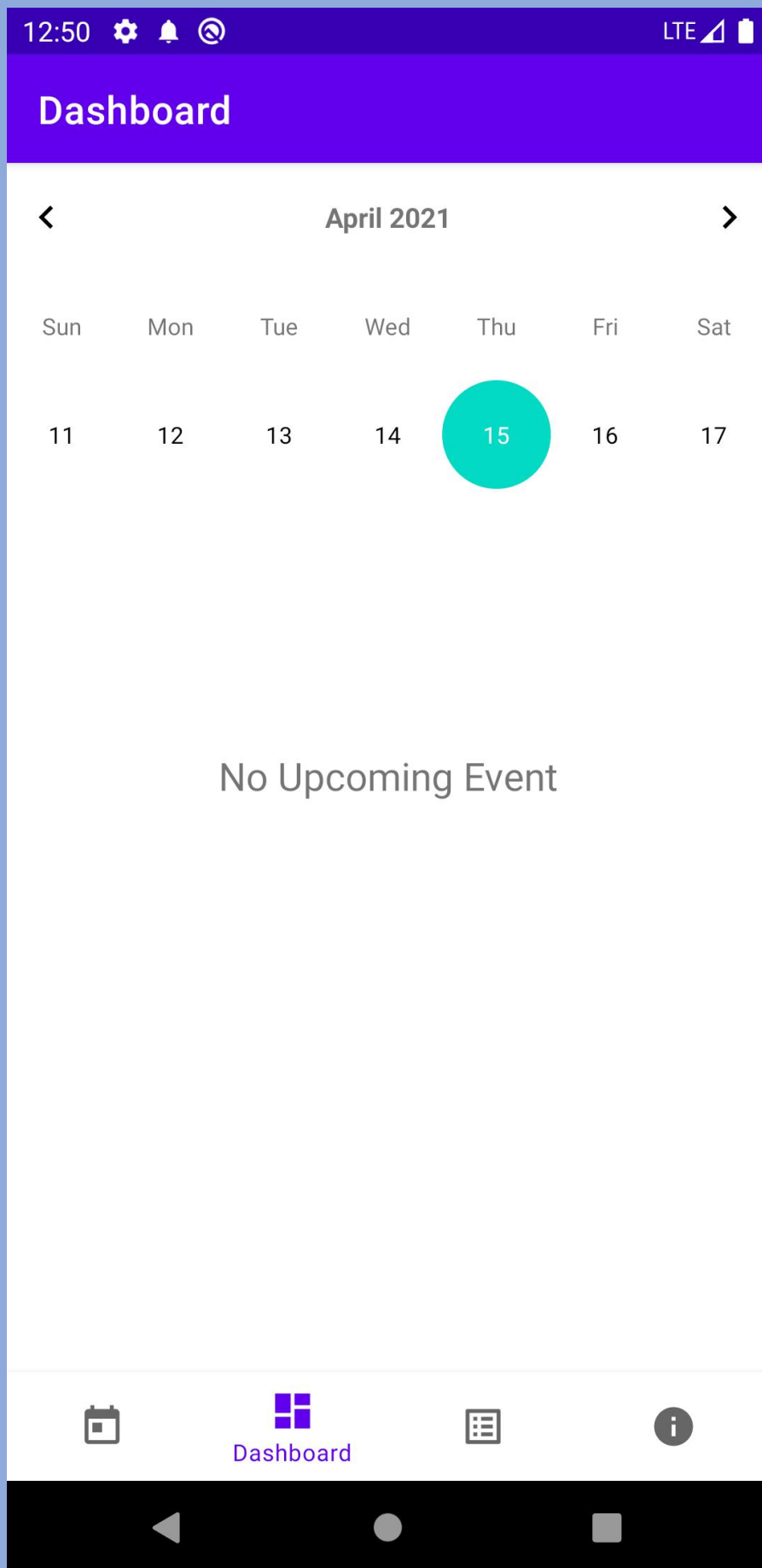# No Events at the beginning of the Application

Dashboard

| < | April 2021 | > |

Sun	Mon	Tue	Wed	Thu	Fri	Sat
11	12	13	14	**15**	16	17

No Upcoming Event

Dashboard

Swipe right >>>

In To-Do list, click on the **+** sign

>>

>>
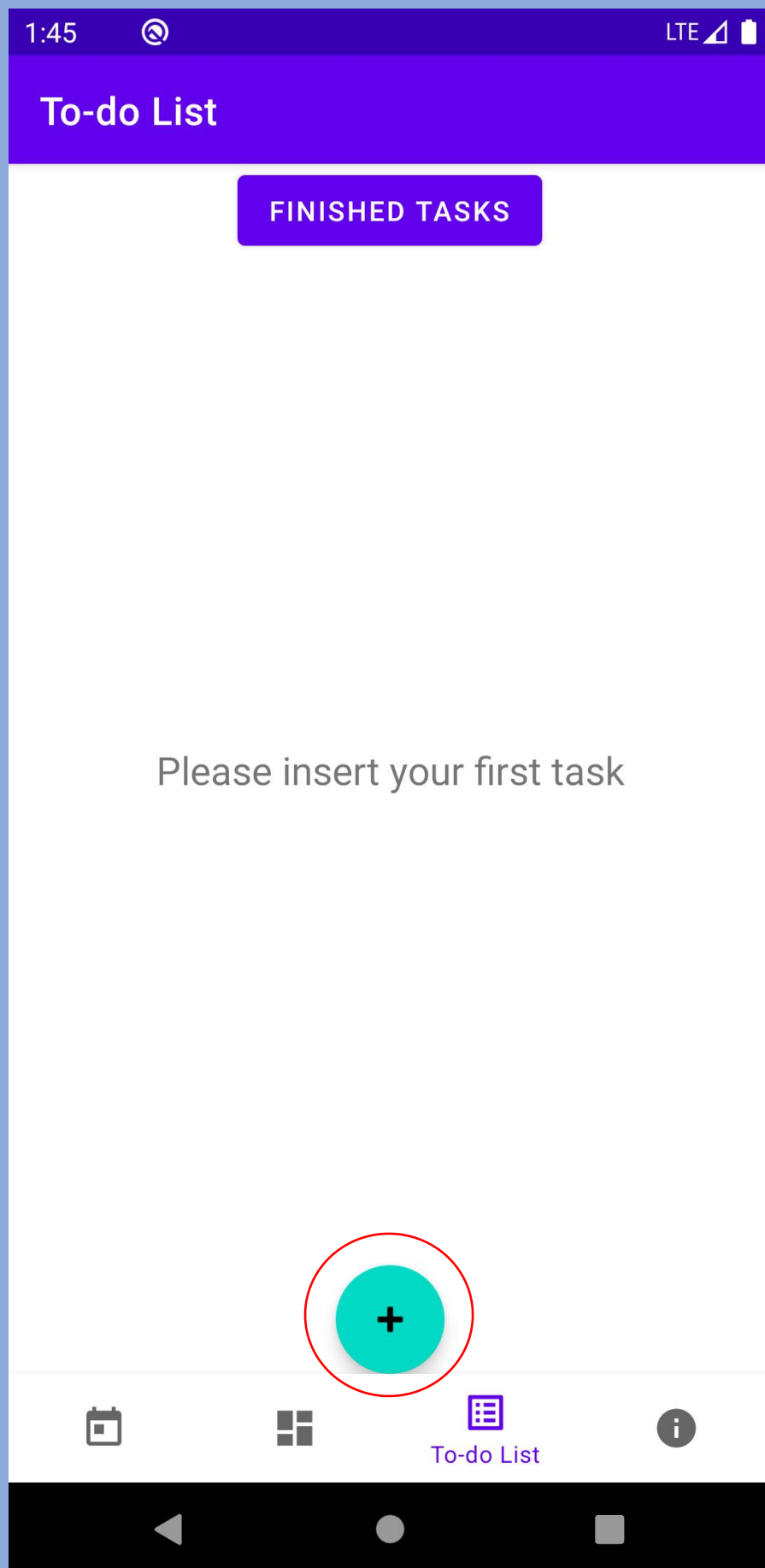
Fill up the specifications for your event

12:50   LTE

←   **Update**

Task name

Start time

End time

Choose priority ▾

Choose task type ▾

Quantity   Unit ▾

ADD

E.g. Filling up the specifications

>>

>>

Be careful what with "end time" set before the start date!

>>

>>

This is what To-Do list should look like with tasks in it now

>>

>>
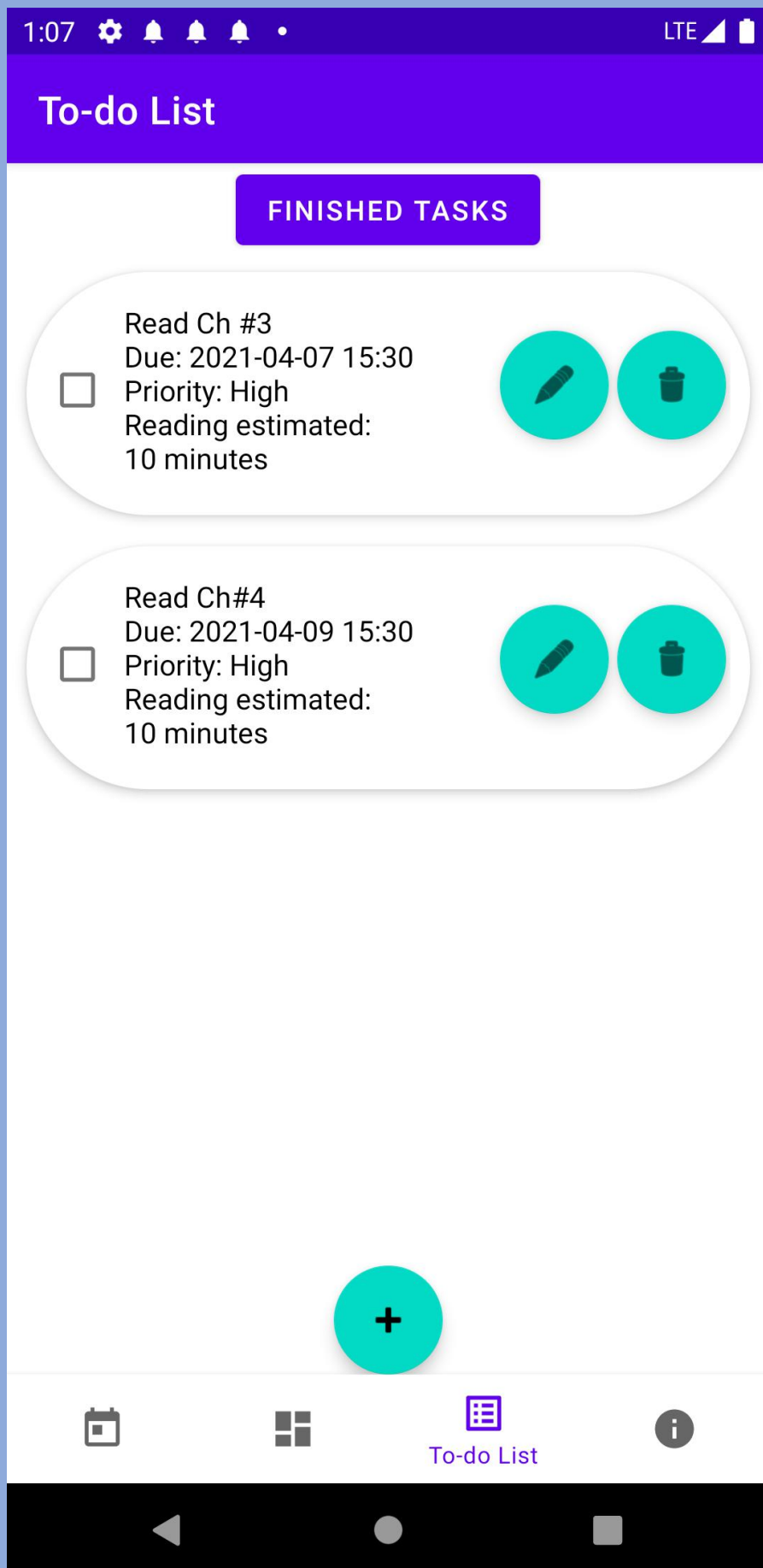
If you have finished a task, completely "check it"

1:07

LTE

To-do List

FINISHED TASKS

Read Ch #3
Due: 2021-04-07 15:30
Priority: High
Reading estimated:
10 minutes

Read Ch#4
Due: 2021-04-09 15:30
Priority: High
Reading estimated:
10 minutes

+

To-do List
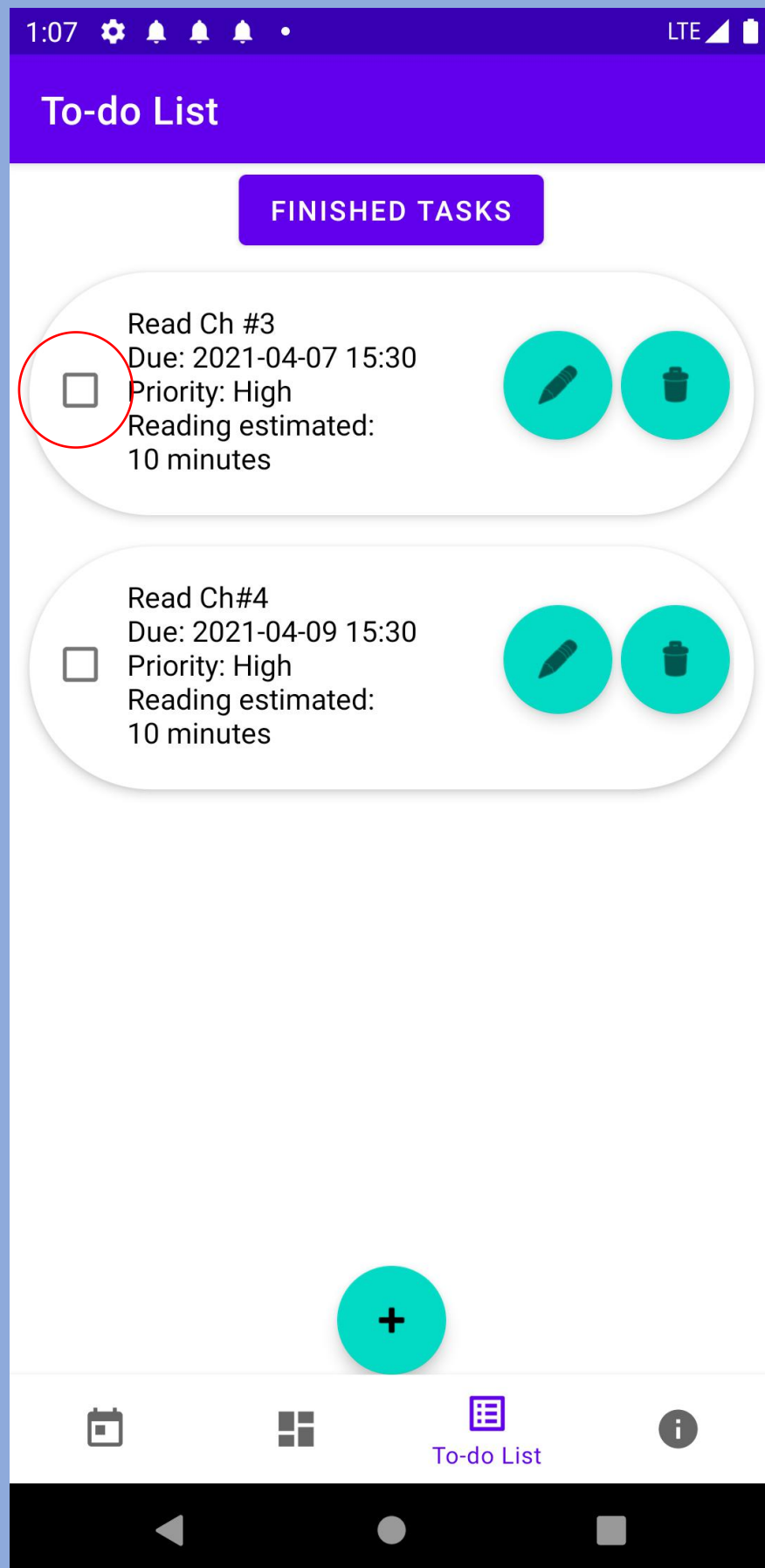
You can see your finished tasks by clicking "FINISHED TASKS"

>>

>>
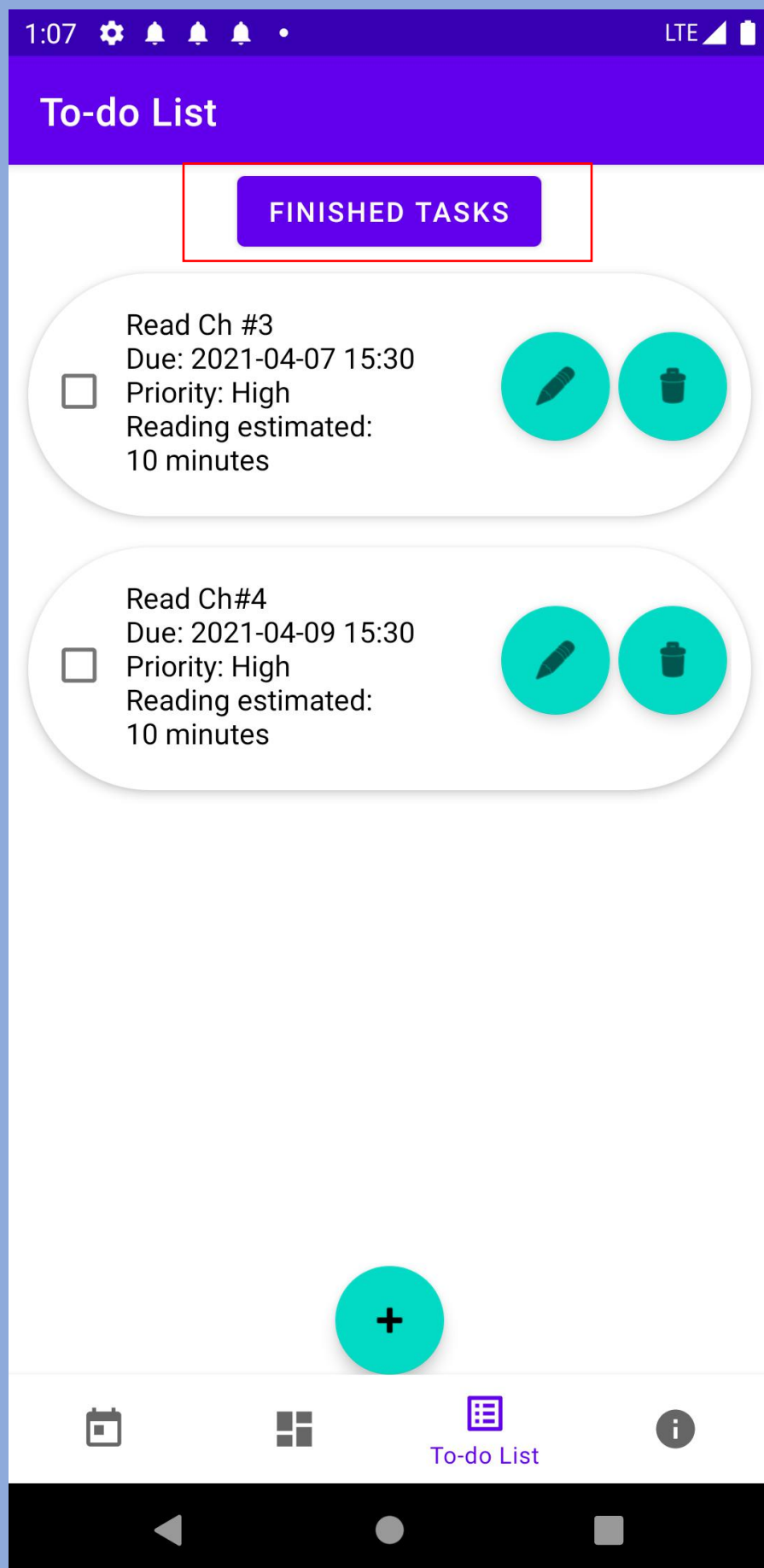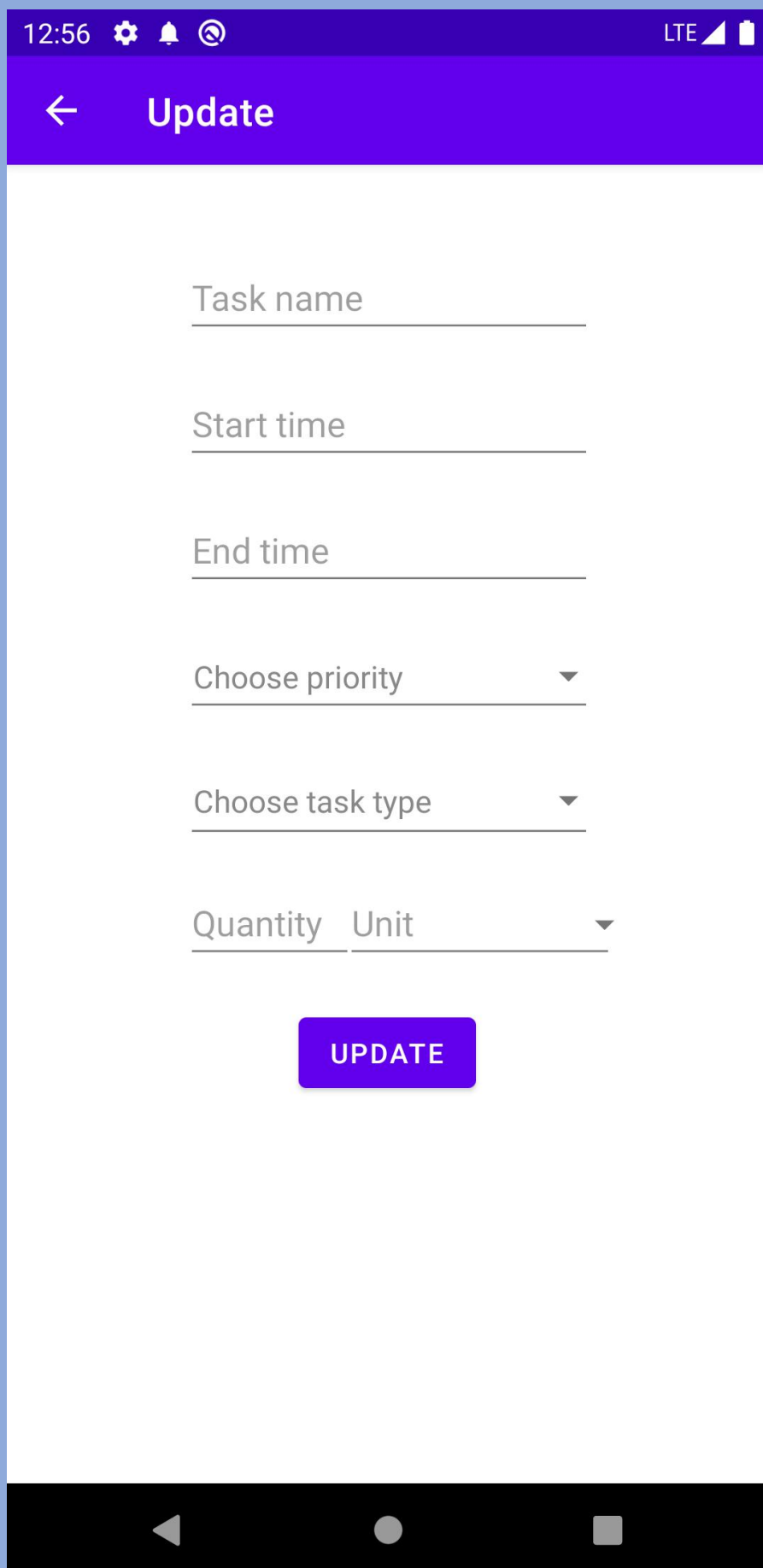
You can see your finished tasks right here

← **Finished tasks**

☑ Name: Read Ch #3
Start: 2021-04-05 12:30
Due: 2021-04-07 15:30
Priority: High
Task: Reading 5 (Pages)

🗑

\>>

\>>
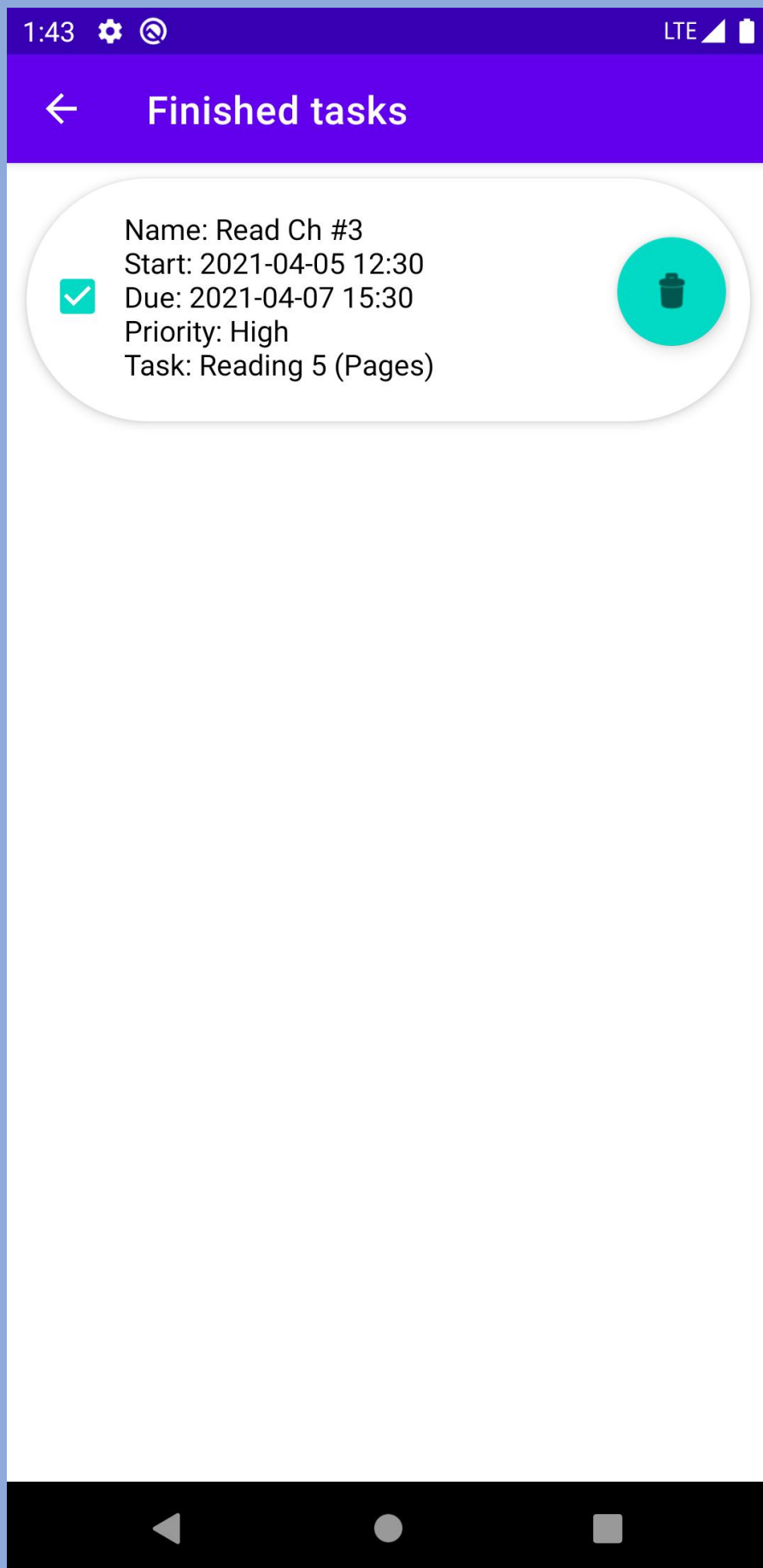
To edit a task, simply click on the pen icon

>>
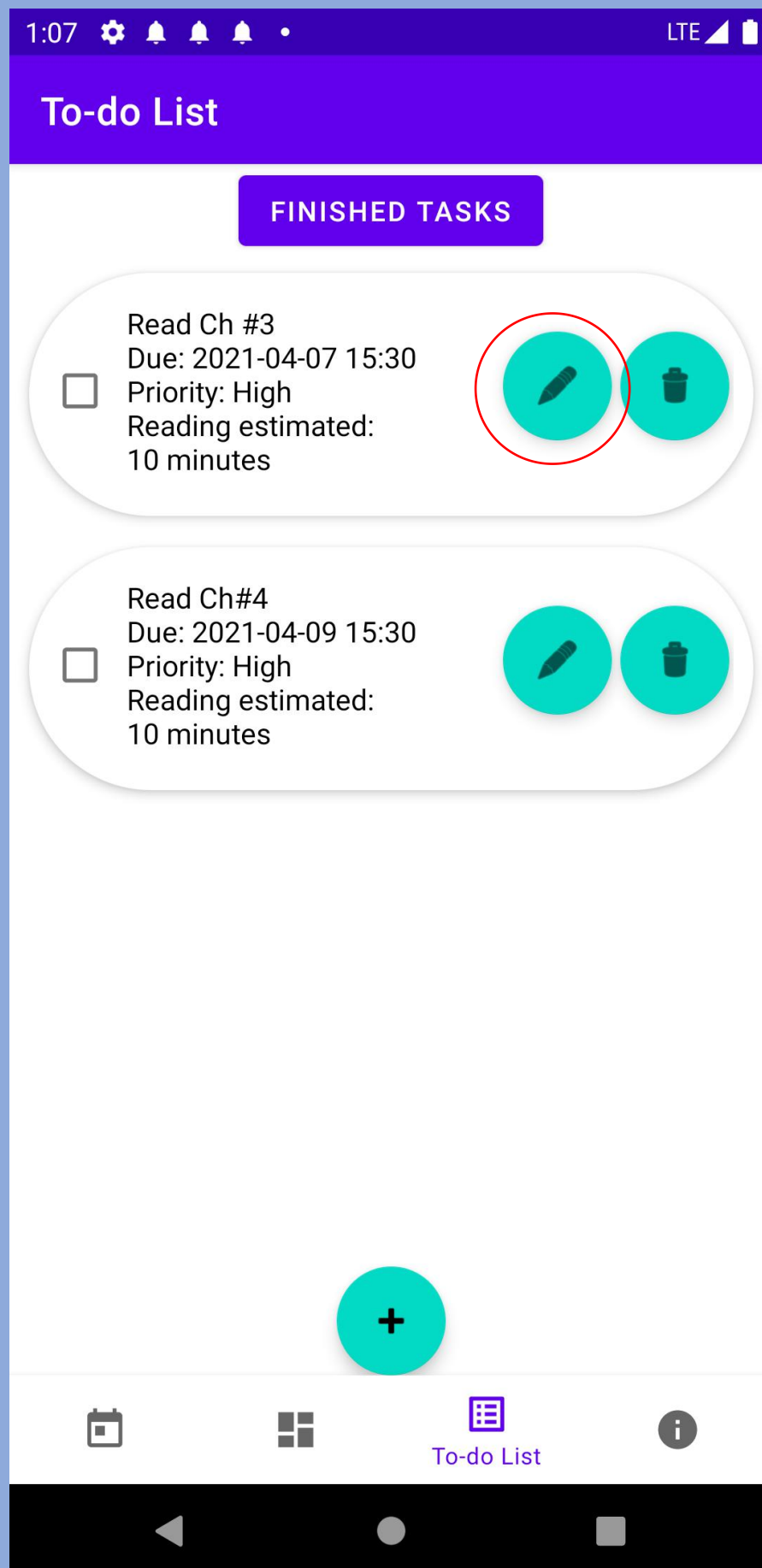
Tap "update" after editing the task

12:56

LTE

← **Update**
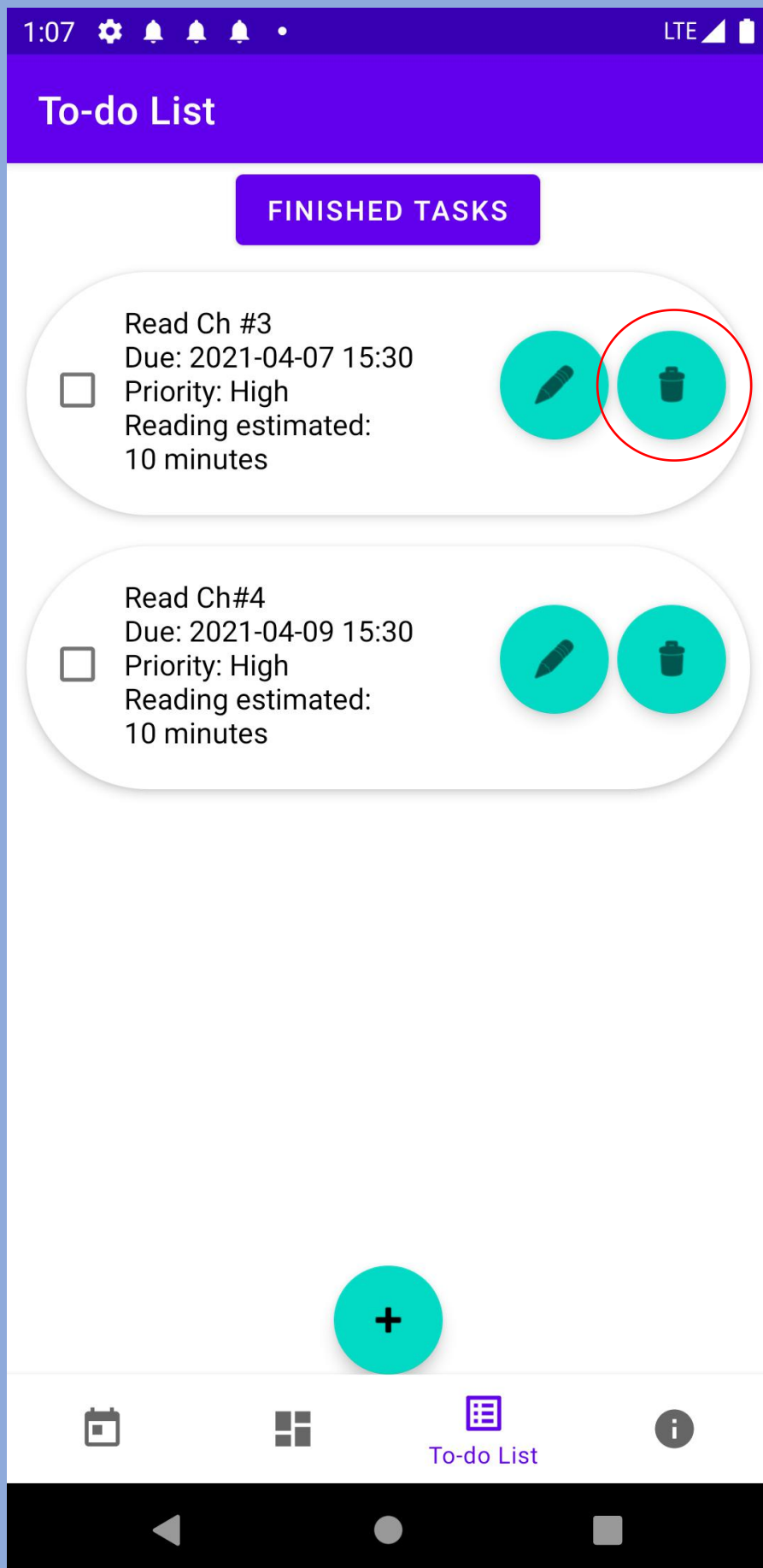
Task name

Start time

End time

Choose priority ▼

Choose task type ▼

Quantity   Unit   ▼

UPDATE

To delete a task, simply click on the bin icon

Here is your dashboard after adding a task

>>

12:56 ⚙ 🔔 ⊘   LTE ◢ ▮

Dashboard

‹   **April 2021**   ›

Sun	Mon	Tue	Wed	Thu	Fri	Sat
4	5	6	**7**	8	9	10

Apr. 07   **Read Ch #3**   High

Dashboard

>>
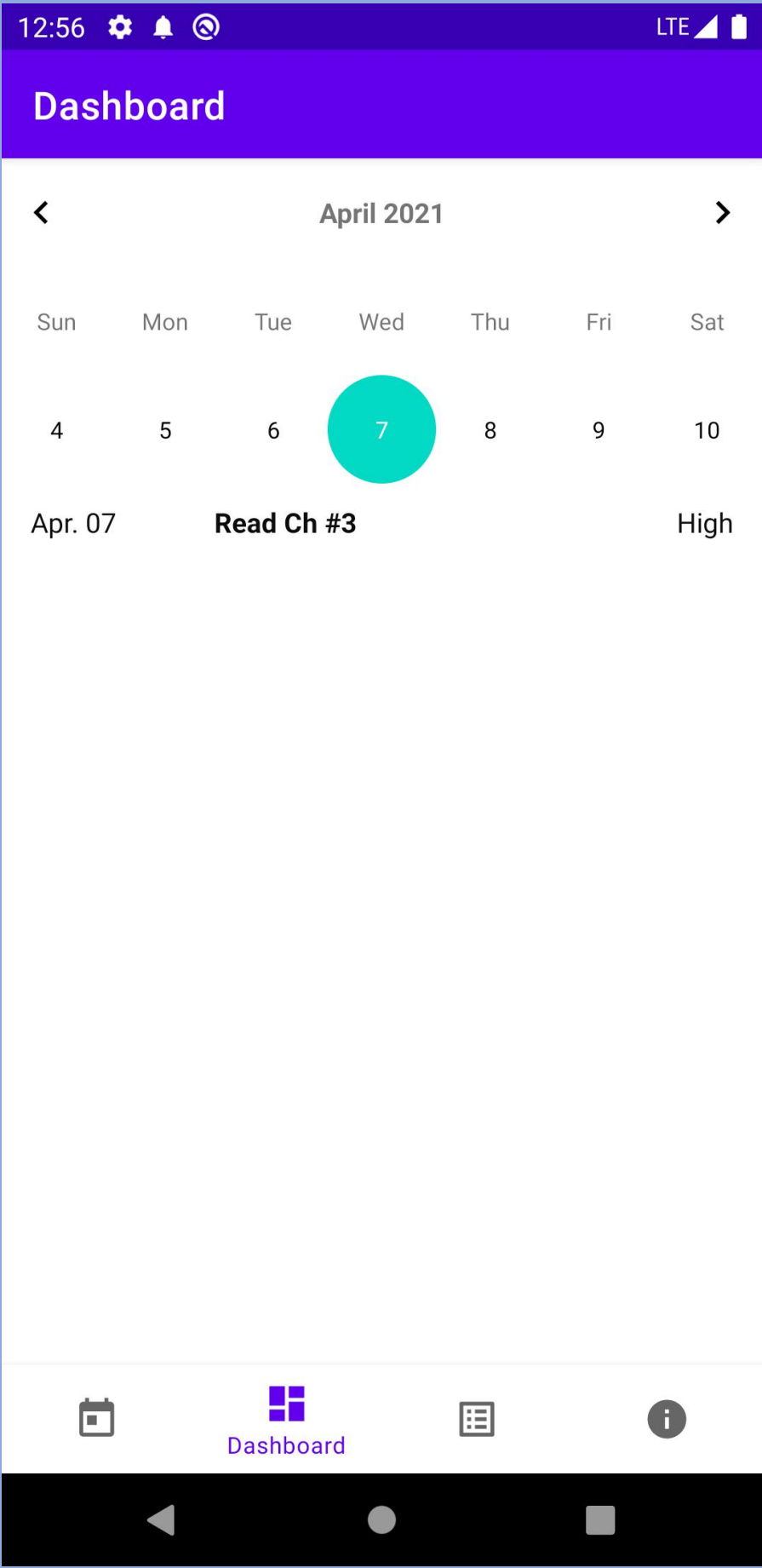
View of calendar after having added multiple tasks