

# My Task Manager

🔍 search for a task in a blink



WORK



ME



FAMILY



ACADEMY



New Category



WORK

ME

FAMILY

EDUCATION

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## Task Progress

APRIL

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17



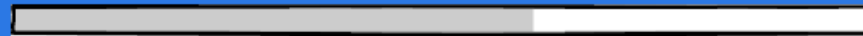
Research Examples



03 / 13 / 2013



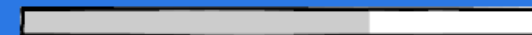
Project Review



03 / 15 / 2013



Quantification of Data



03 / 16 / 2013



Results Review



03 / 16 / 2013



New Task



New Reminder



WORK





WORK

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# Task Progress

APRIL

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17



Excercise for a week



03 /13 / 2013



Haircut



03 /08 / 2013



New Task



New Reminder



ME



WORK

ME

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# New Task

Task Name

Start Date

04 /12 / 2013



Due Date

20 /12 / 2013



FEB 2008						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	

New Reminder



Add someone to the task

☒ Mark

Lisa ▼

Let's do a list of all the steps to get this done!

- ☐ Get the appointment
- ☐ Ask the insurance company
- ☐ Buy Medicine
- ☐ Follow up

YEP, AM DONE!

CANCEL



WORK

ME

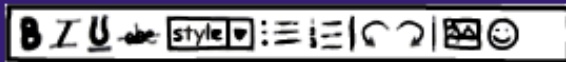
FAMILY

EDUCATION

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# New Reminder

Reminder Name



Date

04 / 12 / 2013



Hour

12:30 am



On time

15 minutes

30 minutes



New Reminder



Add someone to the reminder

Bob



Do you have some specific things to remember?

Let's type them right here.

YEP, AM DONE!

CANCEL



WORK

ME

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## New Task

### Results Review

Start Date

04 /12 / 2013



Due Date

20 /12 / 2013



FEB 2008						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	

New Reminder



Add someone to the task

☒ Mark

Lisa ▼

Let's do a list of all the steps to get this done!

- ☒ Meeting with team
- ☐ Making PPT
- ☐ Follow up
- ☐ Meeting with client

YEP, AM DONE!

CANCEL



WORK

ME

FAMILY

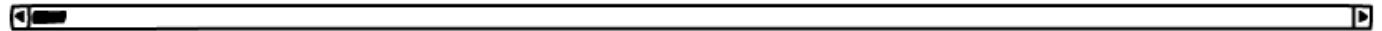
EDUCATION

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# Task Progress

APRIL

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17



Excercise for a week



03 / 13 / 2013



Haircut



03 / 08 / 2013



Buy Anniversary Gift



03 / 15 / 2013



New Task



New Reminder



ME



WORK

ME

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## Task Progress

APRIL

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17



Research Examples



03 /13 / 2013



New Reminder



- ☒ Find Authors
- ☒ Authors Conclusions
- ☐ Organizing Agenda
- ☐ PPT for the team.

While you get most things done you  
can see the progress

YEP, AM DONE!

CANCEL

NEXT DUE TASK



WORK





WORK

ME

FAMILY

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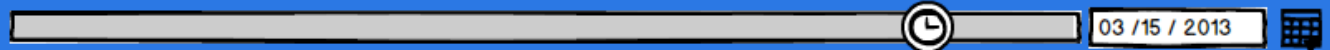
## Task Progress

APRIL

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17



Proyect Review



03 /15 / 2013



New Reminder



- ☒ Mark
- ☒ Mauricio
- ☒ Gustavo
- ☒ Camila

- ☒ Home Review
- ☒ Review with Team
- ☒ Errors and conclusions
- ☒ Team Meeting

Right on Time, CONGRATULATIONS!

See my charts

CANCEL

NEXT DUE TASK



WORK



WORK

ME

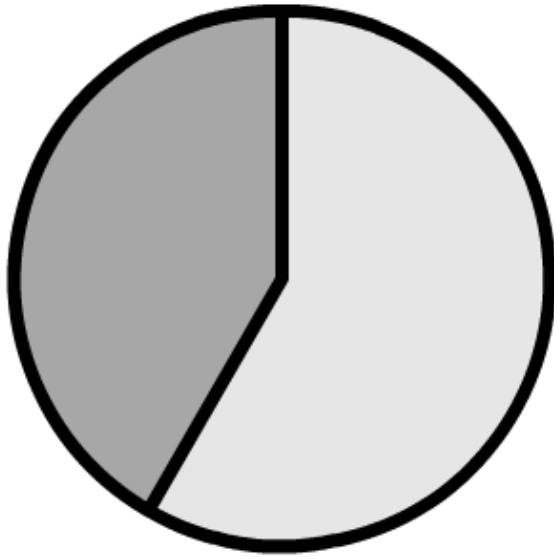
FAMILY

EDUCATION

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Project Review

## Task Progress



E-mail this!

You did it before the due date!

You Saved :



5 days and 4 hours

You Missed :

YEP, AM DONE!

CANCEL