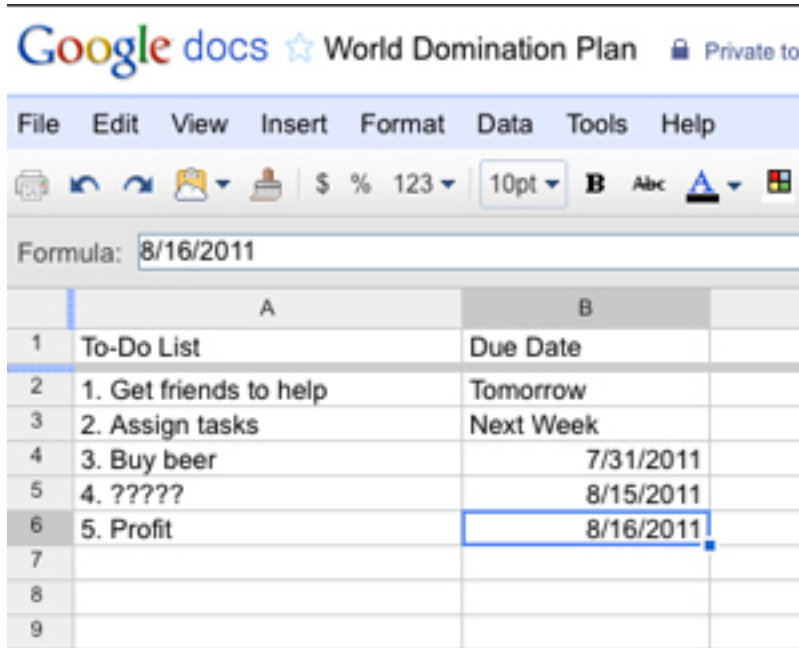


TO DO LISTS

(a work in progress)

Spreadsheets



The screenshot shows a Google Docs spreadsheet interface. The title bar reads "Google docs" followed by a star icon and "World Domination Plan", and a lock icon with "Private to". The menu bar includes "File", "Edit", "View", "Insert", "Format", "Data", "Tools", and "Help". The toolbar contains various icons for undo, redo, insert, print, currency, percentage, font size (123), font size (10pt), bold, italic, text color, and background color. The formula bar shows "Formula: 8/16/2011". The spreadsheet has two columns, A and B, and rows 1 through 9. The data is as follows:

	A	B
1	To-Do List	Due Date
2	1. Get friends to help	Tomorrow
3	2. Assign tasks	Next Week
4	3. Buy beer	7/31/2011
5	4. ??????	8/15/2011
6	5. Profit	8/16/2011
7		
8		
9		

Whether using spreadsheets in Google Docs, [Microsoft Excel](#), or Zoho Docs, many just enter to-dos into spreadsheets and make them available to others if you need to get updates from multiple people or assign them work.



Toodledo is a free online to-do list manager that gives you multiple organizational options, such as folders, subfolders, due-dates, priorities, tags, contexts, goals, notes, time estimates, and more.

From the website:

“Organize Your Tasks. Use folders, tags, contexts, subtasks and more to organize, search and sort through your tasks.

Improve Your Productivity. Toodledo's hotlist, customizable alarms, and sortable online to-do list will help you remember to complete tasks on-time.

Go Anywhere. Get Toodledo on your mobile phone, in your email, on your calendar, integrated directly into your web browser, and more.

Collaborate. Easily work with other people on shared projects with Toodledo's collaboration tools.

Customize. Select fields you want to use and define how you want to view your tasks. Toodledo is incredibly flexible and customizable.

Import Your Existing Tasks. If you already use a task manager, import tasks from many sources.”

<http://www.toodledo.com>

TODOIST

Todoist.com

Todoist is an extremely user-friendly to-list manager; you can use it to organize your lists as well as create calendars and sub-projects. It's also fully integrated into Gmail and other online productivity tools.

Others mentioned include:

Remember the milk (manage tasks, share tasks, use with Google calendar, sign up for free) <http://www.rememberthemilk.com>

Wunderlist – Free online to do list

<https://www.wunderlist.com>