

To Do (Features)

1 Import

Import todo lists from iCal, from the classic Mac OS desk accessory "ToDo!" (by Ambrosia Software), from another user's ToDo X list (or a backup copy of your own). Many Mac and PC applications can produce an industry-standard ".ics" file that can be imported into ToDo X.

2 Export to iPod

A companion AppleScript, supplied as a separate, free download, exports your ToDo list to an iPod for easy reference on the road.

3 Drag and drop

Create todo lists by dragging email addresses, AddressBook entries, URLs, documents, folders, applications, webloc files, text clippings, ...

Drag URLs into your item notes. Drag items between categories to reorganize lists. Option-drag to copy items, or control-drag to link an item into another category. Drag items to another application to insert them into a document as formatted text.

3 Keyboard shortcuts

A wide variety of keyboard shortcuts for creating, editing and searching todo lists. You can change priorities, check off items and navigate your lists without using the mouse if you prefer.

3 Search as you type

Just start typing. Any item that matches your search string - in the item name or notes - is selected automatically. Command-G repeats the previous search.

5 Clickable links

URLs in the notes are automatically made into clickable links. These can refer to web pages, AddressBook entries, email addresses, documents, applications, ... any kind of reference expressible as a URL.

Just click a URL to launch it, or option-doubleclick a todo item to launch any and all URLs contained in its name or notes.

5 Timestamping

Easy timestamping of your notes with date and/or time.

6 Dock icon and menu

The application's dock icon displays the number of priority-1 items pending on your todo lists. Control-click (or right-click) the icon to pop up a menu of those items. Select any item from the menu to open it for editing, or command-select to check it off.

9 Preferences

Automatically hide the ToDo window when you switch to another application. Display your todo item notes as tooltips. Check spelling as you type. And more...

Set colors for each priority level.

Specify which item priorities will be counted in the application's dock tile, or shown in the dock menu.

Choose whatever font you prefer for displaying your categories and todo items. Choose a different font for notes. Use different fonts for printing if you like.

9 Print options

A wide variety of printing options: group items by category or print as a single merged list; print with or without notes; print with or without checkboxes for "manual" checkoff; print notes compactly or with original formatting; scale output.

Print selected items, selected categories, or everything at once.