



Name	Mode	Sidebar	Folder	Group	Sort	Status	Estimate	Flag
Inbox	planning	remaining	inbox	ungrouped	unsorted	remaining	any	any
Default	planning	remaining	work	ungrouped	unsorted	remaining	any	any
Projects	planning	active	work	ungrouped	unsorted	remaining	any	any
Due	planning	active	work	due	due	due soon	any	any
Urgent	planning	active	work	changed	due	remaining	any	flagged
Next	planning	remaining	work	ungrouped	unsorted	next action	any	any
Complete	planning	completed	work	completed	completed	completed	any	any
Context	context	remaining	varies	project	due	remaining	any	any
Waiting	context	remaining	waiting	due	due	remaining	any	any
Done	context	remaining	varies	completed	completed	completed	any	any
Daily	context	remaining	context	due	due	available	5m	any
Review	planning	remaining	work	next review	unsorted	remaining	any	any
Info	context	remaining	info	project	completed	completed	any	any
Reply	script	task for which a reply is due is selected						
Notes	script	project for which a note is to be entered is selected						
Folder	script	project for which a folder is desired is selected						
Reviewed	command	marks a project reviewed with today's date						
Cleanup	command	removes defined tasks from inbox and completed tasks from project view						
Search All	planning	all projects	library	ungrouped	unsorted	any	any	any