



Mastering the “To Do” List

Some of us love the "To Do" list. Some of us hate it, even if we recognize there's value in using it to get things done. *Remember the Milk* just might make it easier for those with apprehension about using a list to get things done. I've got the app on my phone, and I am enjoying it. It's easy to use. More importantly, it reminds me of things and items due by sending me an email reminder when a task is due to be completed.

It's now 2012 and you're rededicating yourself to getting things done more effectively and efficiently. If you have a smart phone, try this free app: rememberthemilk.com.

You can get a slick upgrade for \$25, but the basic version is free. It will allow you to organize your tasks by category, date, location (where they are to be performed), play or work. It also allows for installing recurring and repeating tasks.