Create a Task in the underlying application

Create a Task in the underlying application

NEXT

PROPERTY NAME: **Dorin Iulian Chiritoiu Playground**
LANGUAGE: **English**
EXPORT DATE: **21 August 2023**

ACCOUNT: https://family.userlane.com/app/wd75q
LINK: https://go.userlane.com/wd75q/102839

Create a Task in the underlying application

Tasks Dashboard

To get a quick overview of the tasks that need to be finalized, check the tasks dashboard.

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PROPERTY NAME: **Dorin Iulian Chiritoiu Playground**

LANGUAGE: **English**

EXPORT DATE: **21 August 2023**

ACCOUNT: https://family.userlane.com/app/wd75q

LINK: https://go.userlane.com/wd75q/102839

Create a Task in the underlying application

Create a task

If you wish you create a task, click on Create New Task button.

PROPERTY NAME: **Dorin Iulian Chiritoiu Playground**

LANGUAGE: **English**

EXPORT DATE: **21 August 2023**

ACCOUNT: https://family.userlane.com/app/wd75q

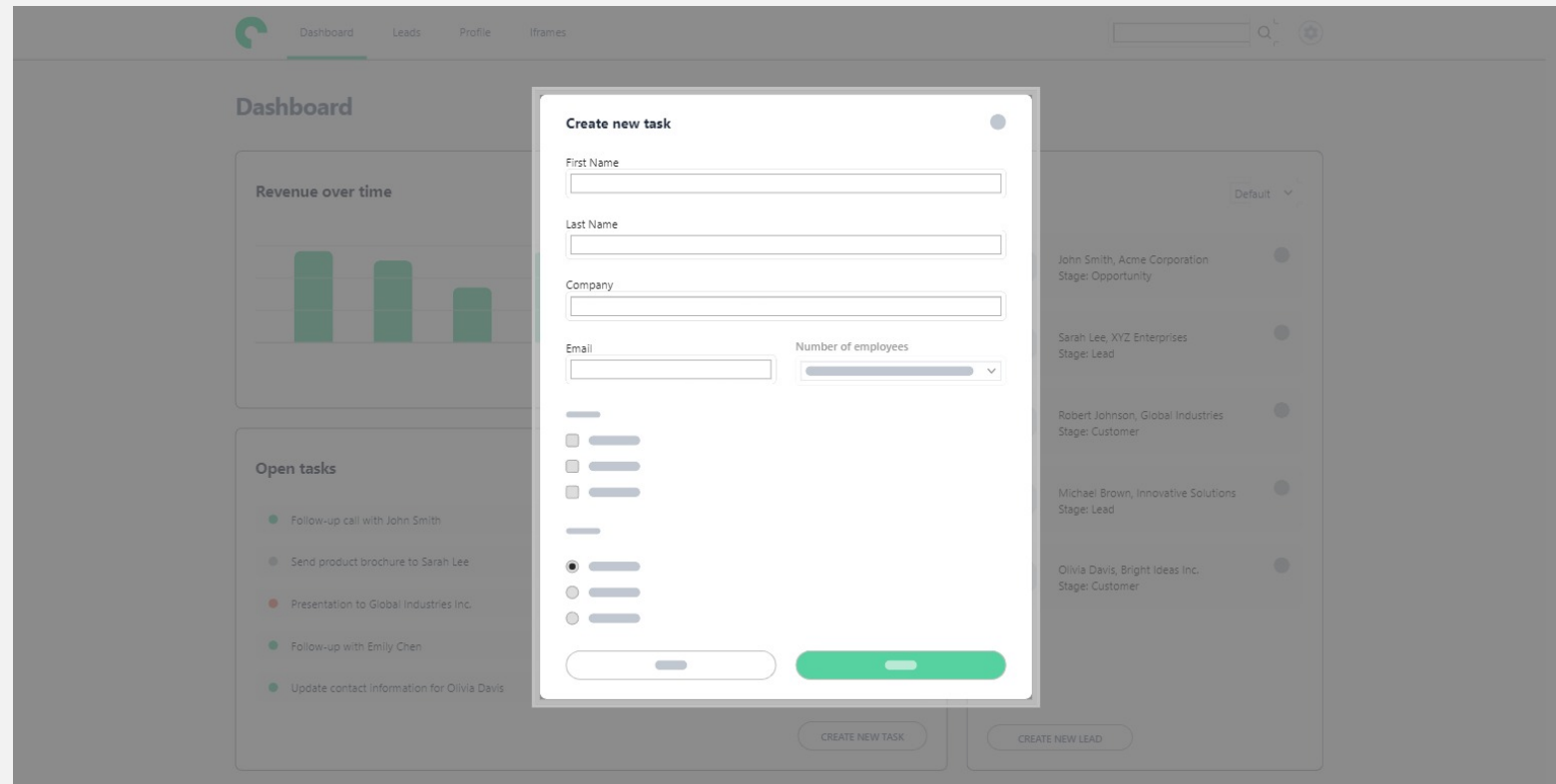LINK: https://go.userlane.com/wd75q/102839

Generated by Userlane

Create a Task in the underlying application

Task module

In the Task module you have access to certain fields.

NEXT

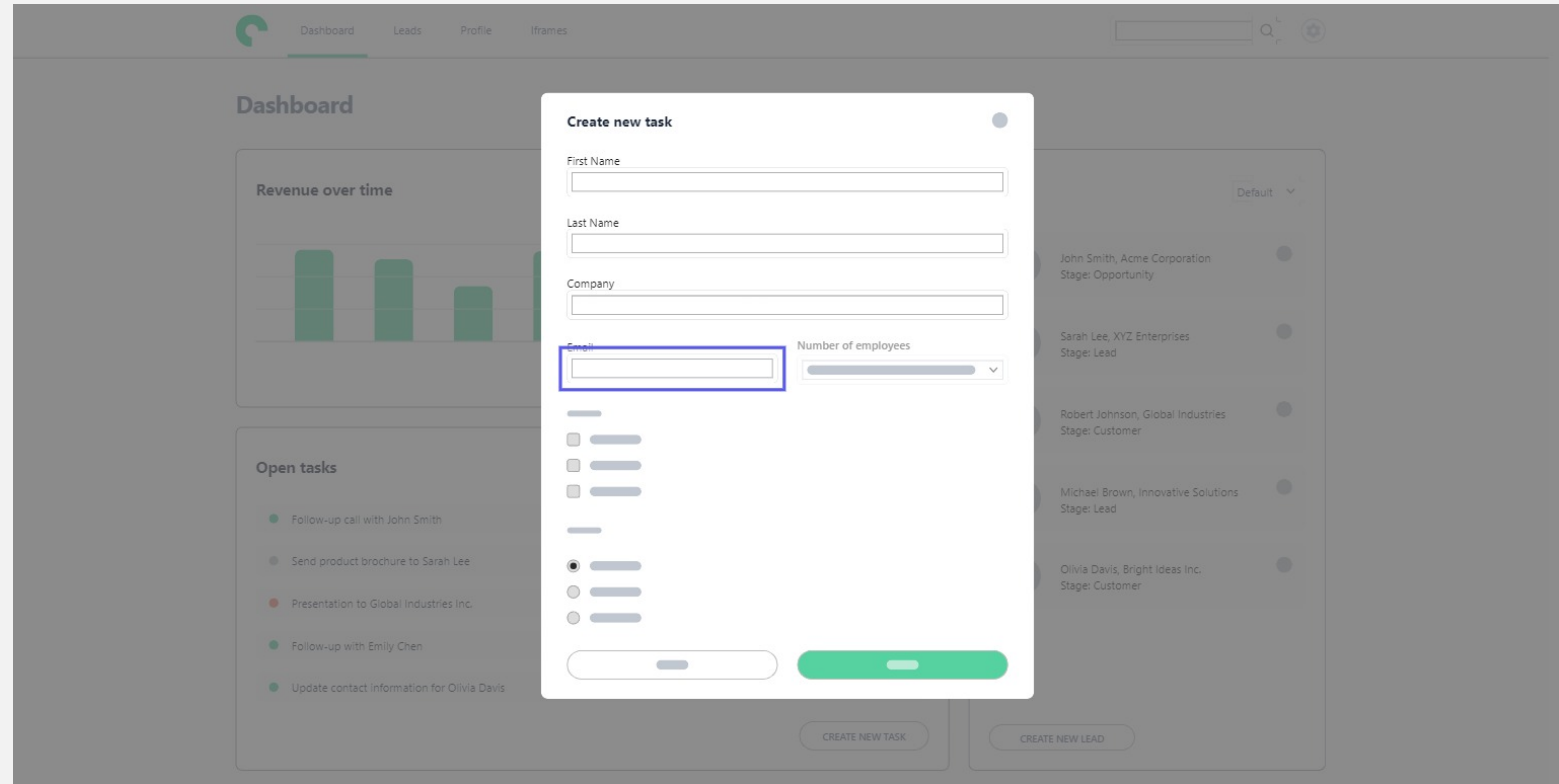# Create a Task in the underlying application

Email field

The mandatory field is the email field - a notification will be sent if the task is not completed on time.

NEXT

SHORTCUTS:

ENTER

TAB

PROPERTY NAME: **Dorin Iulian Chiritoiu Playground**

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EXPORT DATE: **21 August 2023**

ACCOUNT: https://family.userlane.com/app/wd75q

LINK: https://go.userlane.com/wd75q/102839

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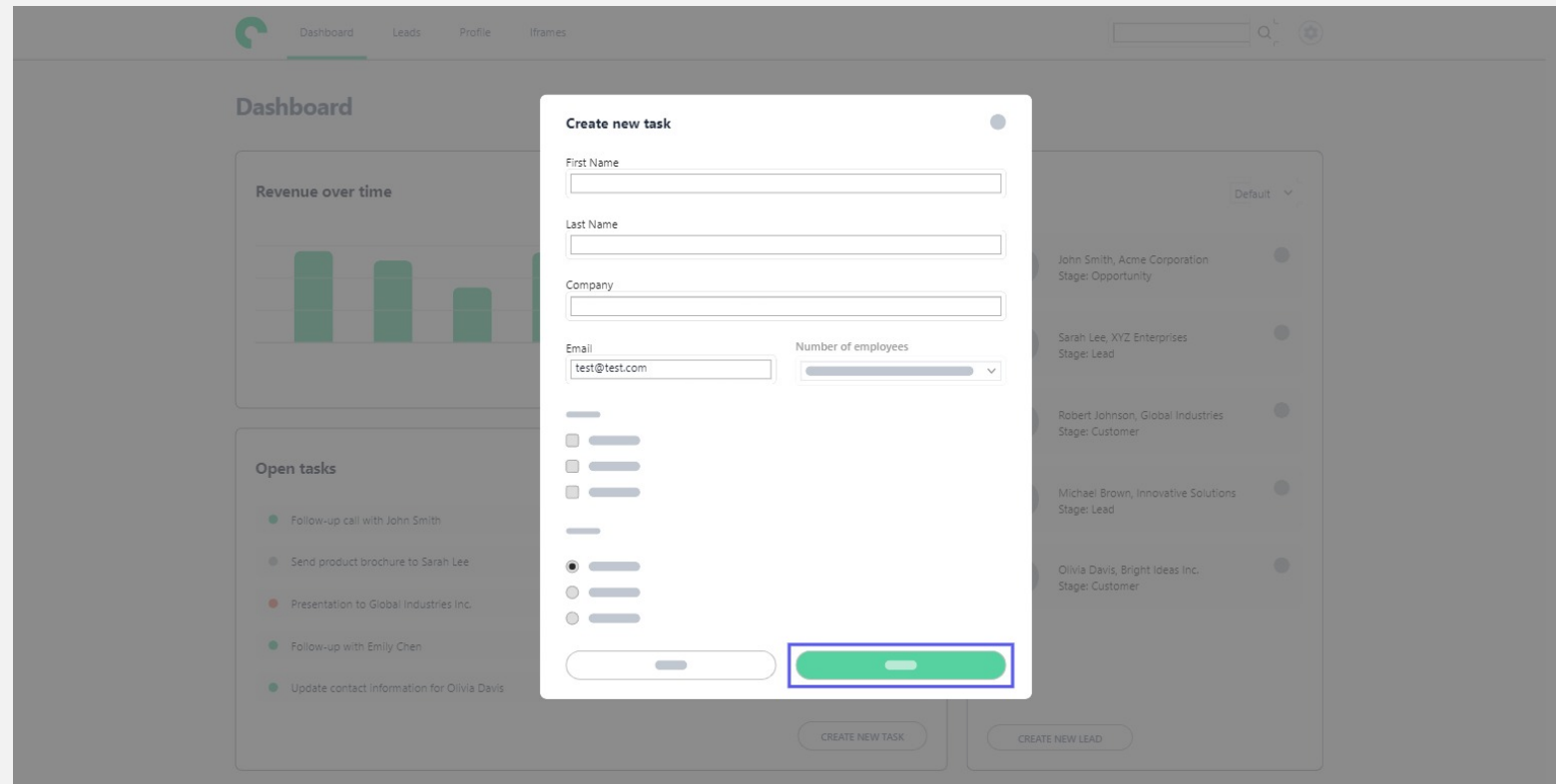
Create a Task in the underlying application

Click Save

When pressing Save, a new task will be added to the Dashboard.

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Create a Task in the underlying application

Task was created

The task was created and now it can be accessed anytime from the Dashboard.

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Create a Task in the underlying application

Congrats! You completed the training!

NEXT