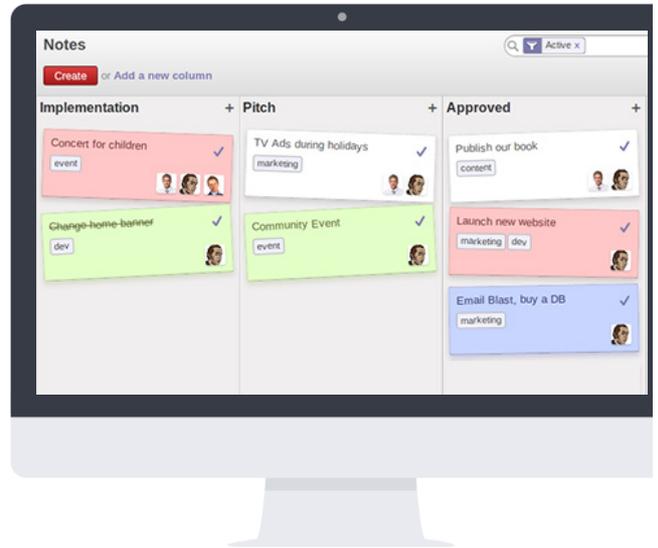


# Get Your Work Done

Organize your time with notes and to-do lists.

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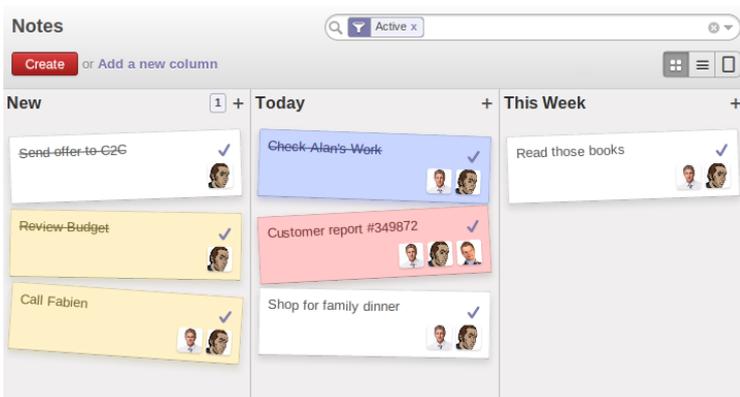
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## Notes

Getting things done with notes

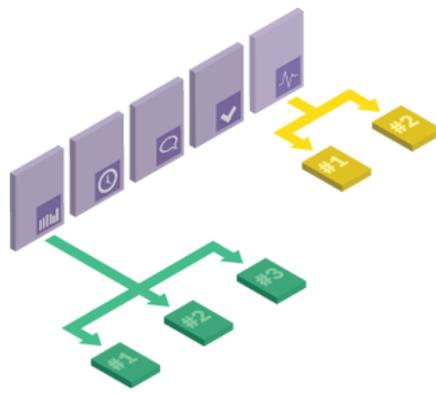


([https://www.openerp.com/saas\\_master/demo?lang=en\\_US&module=website\\_event](https://www.openerp.com/saas_master/demo?lang=en_US&module=website_event))  
**Online Demo**

Organize yourself with efficient to-do lists and notes. From personal tax collaborative meeting minutes, you can increase the productivity of your employees by giving them the right tools to prioritize their work, share their ideas and collaborate on documents.

## Personal to-do lists that work

Create an online to-do list in your desired format. Quickly create to-dos, organize horizontally for the mid-term (today, this week, this month,..) prioritize vertically for the short term and group them by assigning specific colors to specific tasks. The kanban approach gives you a simple visual organization of your to-do lists.



## Beat Work Overload

Odoo's online to-do list software helps you to stay organized and to keep all your important notes in a structured and accessible system. No more pressure on your memory skills to remember all deadlines and facts and actions that need to be done - use notes to Get Things Done

([http://en.wikipedia.org/wiki/Getting\\_Things\\_Done](http://en.wikipedia.org/wiki/Getting_Things_Done)).

## Prioritize Efficiently

Most people are lost in the flow of urgent daily tasks and have difficulties to work on important, long-term tasks. Notes gives you a simple way to allocate time every day to do important, but less urgent tasks.

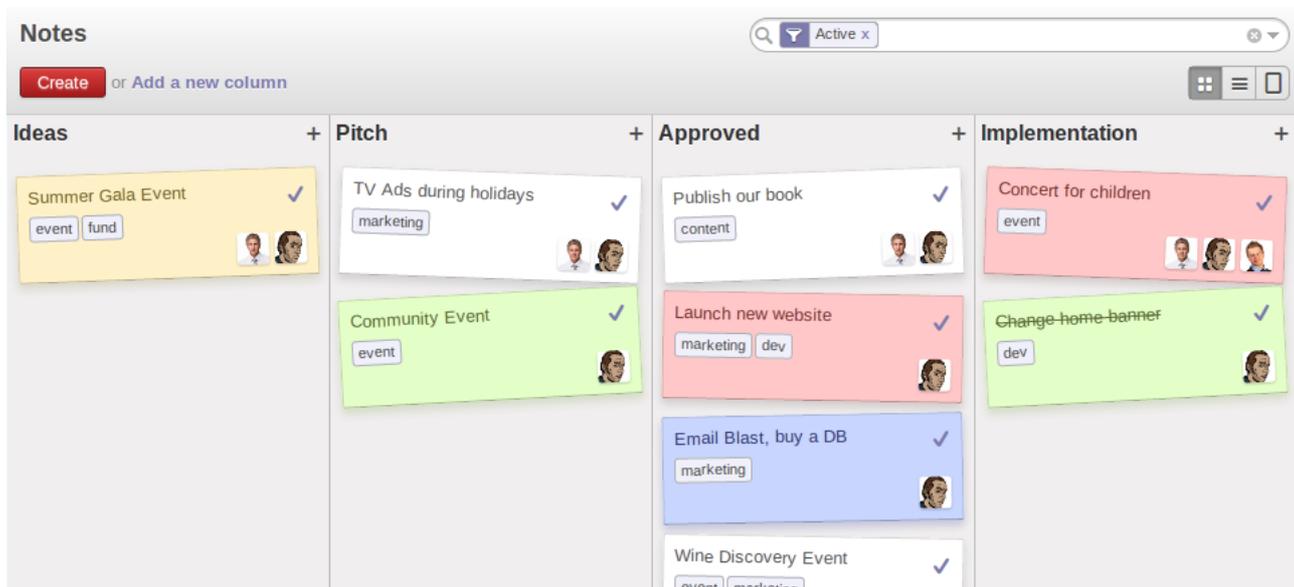
## Find Motivation to Close Tasks

Great feature to improve your project management skills - keep your to-do lists updated, both with short-term and long-term tasks and cross out tasks that are done. You add and remove tasks on the go.

## Customize your notes and to-do lists

### Improve your work flow

Smart kanban view of Odoo's Notes allows every user to customize their own steps in order to process their to-do lists and notes. You can choose a template or create your own steps/stages of the process.



## Creative Person

A creative person will organize notes based on idea's maturity level:

- Draft Ideas
- Mature Ideas
- Specified To Do

## Frequent Traveler

An employee travelling a lot can organize their tasks based on the context to perform the task

- U.S. Office
- London's Office
- To Review during Flights
- At Home

## Manager

Manager can organize high number of tasks based on prioritizations

- To-do Today
- This Week
- This Month
- Later

# Personal Notes

## Private notes that can be shared

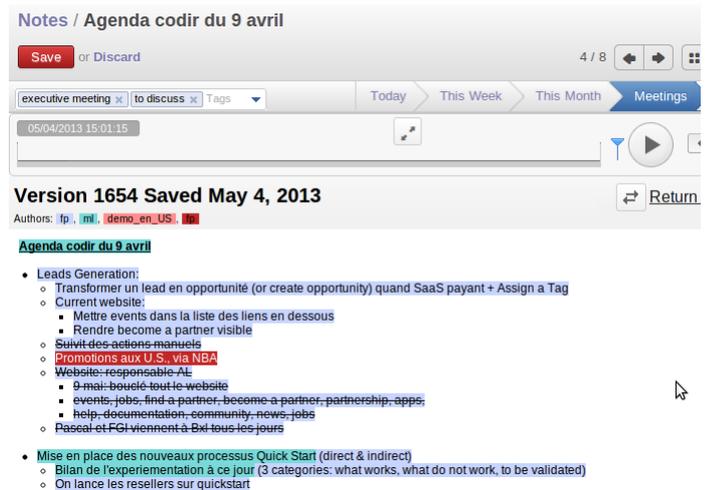


Write down your ideas in pads and keep your notes at your fingertips. You can attach related documents and use tags and colors to organize the information. Once your ideas are mature, you can share them with other users, start a discussion and collaborate by improving the specification directly in the pad.

# Collaborative Meeting Minutes

## Real-time sharing and editing of notes

"Notes" also offers you a great tool for real-time collaborative minutes taking. Attendees of the meeting are able to contribute to the minutes, attach important documents or discuss the ideas on the related thread. Every pad has a clean and understandable structure - comments of each user are written in a specific colour, so it's easy for everyone to see who wrote which comments/ideas.



# 2 million users run their business with Odoo



[/twitter.com/FaizanN](https://twitter.com/FaizanN) (https://twitter.com/FaizanN) 293179406213121) 'q=Odoo) / #OpenERP nERP) is pretty awesome with a lot of am.. My search is over to find a good ERP

[Mario Gielissen @Mgioelissen](https://twitter.com/MarioGielissen) (https://twitter.com/Mgioelissen) (https://twitter.com/Mgioelissen/status/564212822771765248) Blog insight: beautiful website build with #Odoo (http://twitter.com/search?q=Odoo) CMS http://t.co/BydDjk3x9 (http://t.co/BydDjk3x9)

[@Odoo](https://twitter.com/Odoo) (https://twitter.com/Odoo) Save the date for #Odoo (http://twitter.com/search?q=Odoo) in Belgium! Registrations will be open soon, stay tuned http://t.co/kZplrJmnP (http://t.co/kZplrJmnP)

[@evilanne](https://twitter.com/evilanne) (https://twitter.com/evilanne) (https://twitter.com/evilanne/status/552408354786926592) @Odoo (http://twitter.com/Odoo) - incredible software. Each app is beautifully developed and designed!! #opensource (http://twitter.com/search?q=opensource) #odoo (http://twitter.com/search?q=odoo)

[Frédéric Clementi @FredC2C](https://twitter.com/FredC2C) (https://twitter.com/FredC2C) (https://twitter.com/FredC2C/status/543425595645120512) @Odoo (http://twitter.com/Odoo) I wish to thank you guys for this excellent fix and how quick you responded http://t.co/CgsBmTyMZp (http://t.co/CgsBmTyMZp)

sar Bustos B (@CesarBustos) /status/530186649955598337  
<https://twitter.com/CesarBustos>  
 in a journey implementing #Odoo (<http://twitter.com/search?q=Odoo>) in  
 company! Learning on the way, creating new modules, updating some  
 r. It's awesome :o/



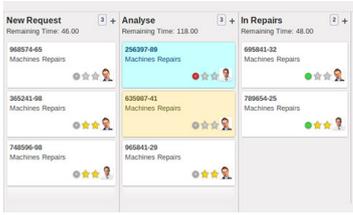
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 names should worry.

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#### Project Management

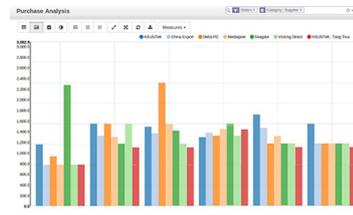
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## Try now & organize your notes !

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