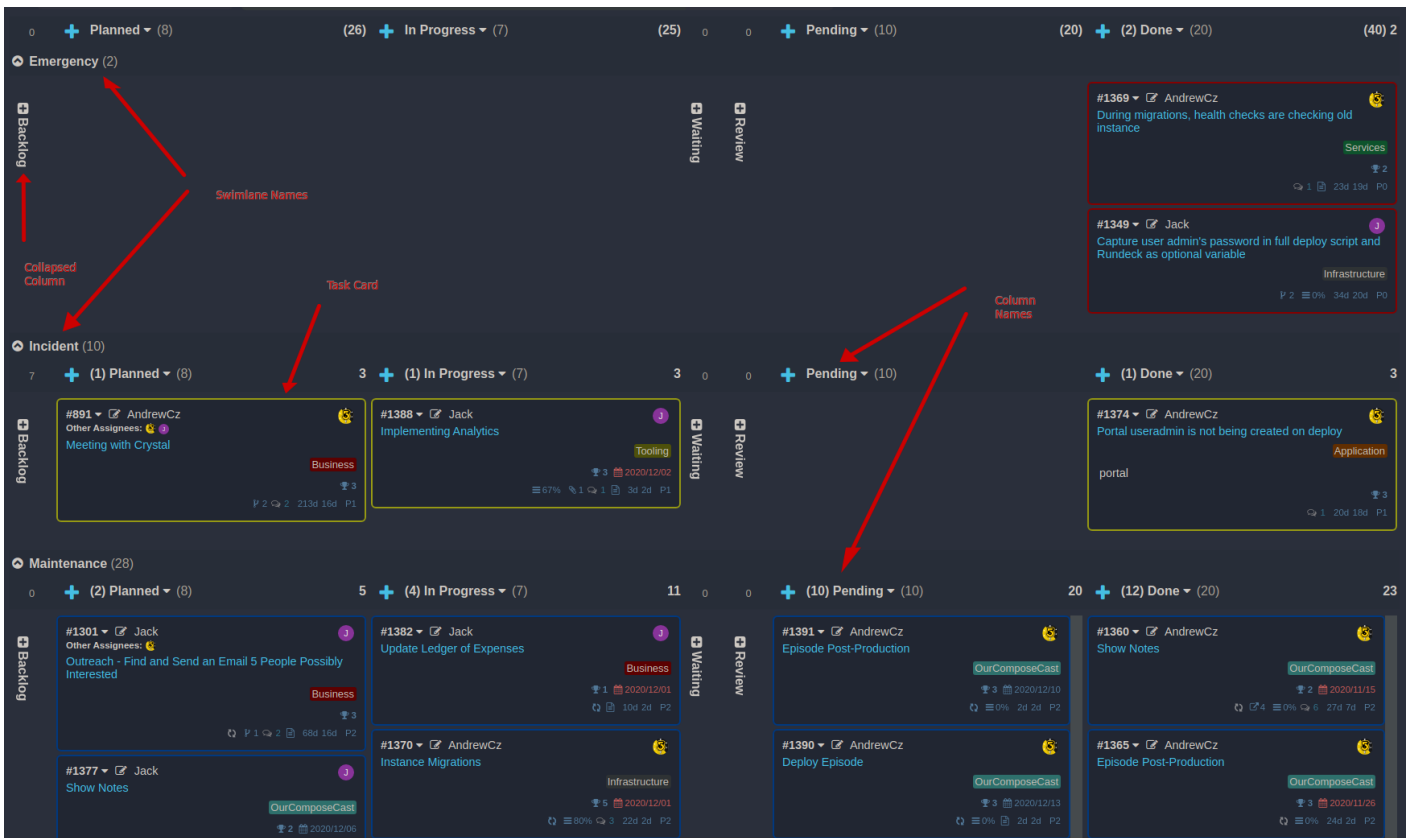


# Main Board View



## Columns

Columns are the vertical representation of the state of the task.

## Collapsed Columns

Columns can be collapsed by clicking on the drop down arrow by their names.

## Swimlanes

Swimlanes are the horizontal representation of the priority and/or logical grouping of the task.

## Collapsed Swimlanes

Click on the "Up" arrow by the name of the swimlane to collapse it.

# Tasks

Each task is represented by a task card on the board. There are a lot of things represented on a single task card:



1. Number
2. Title
3. Assignee
4. Category
5. Due Date
6. Complexity
7. Comments
8. Subtasks
9. Reoccurrence
10. Duration since created/Duration in column
11. Priority

Note that most of these are clickable, and will bring up their respective information without having to go into the task detail to manipulate it.

---

Revision #4

Created 3 December 2020 05:27:26 by andrewcz

Updated 13 December 2020 00:53:12 by andrewcz