

Part 9: Miscellaneous Features

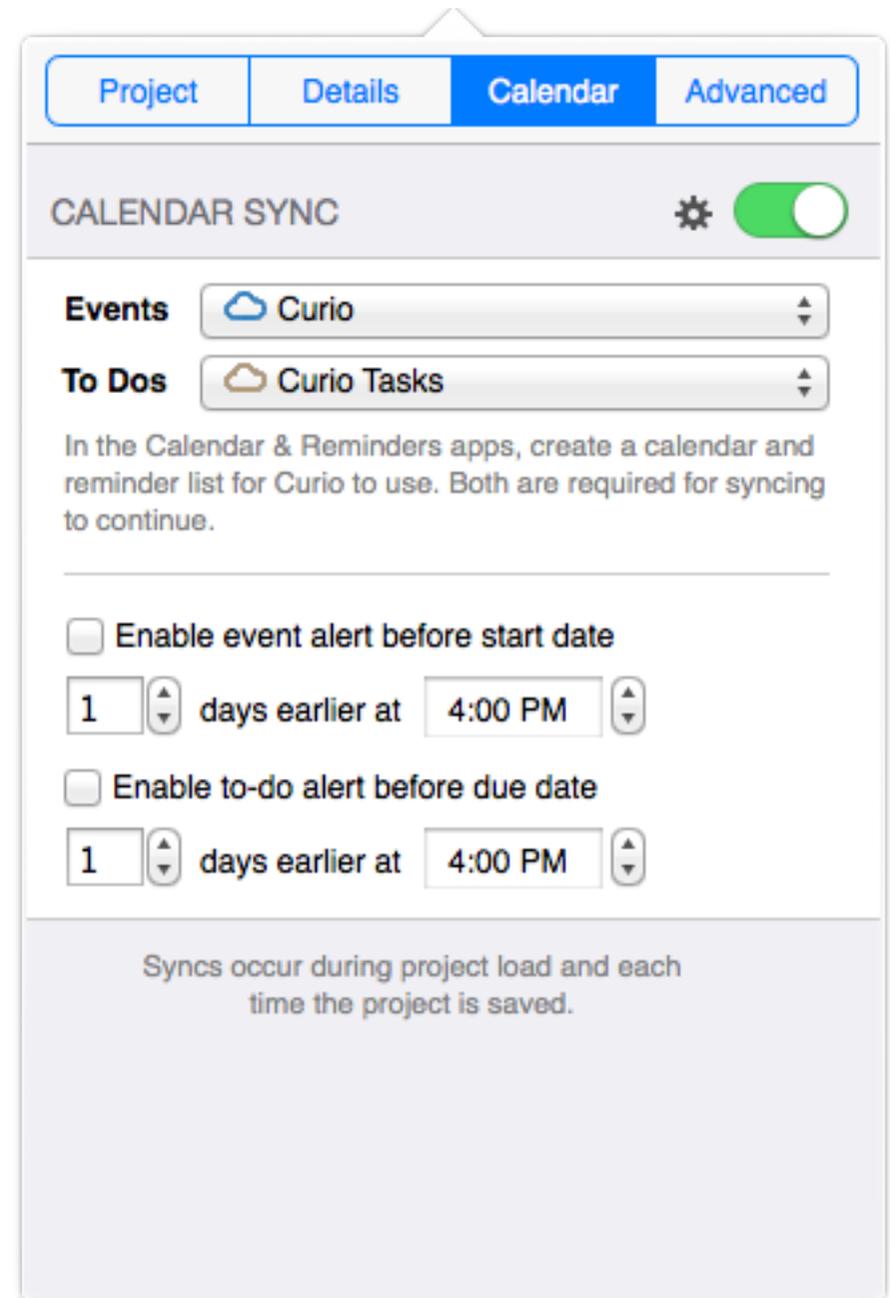
Calendar Syncing

Specify a calendar and reminder list for Curio to use to sync your events (items with start dates) and todos (items with no dates or with only due dates).

The sync framework requires that the calendar and reminder list names must be different from each other. They can be local or hosted on iCloud if you wish.

Use Mac OS X's Calendar and Reminders apps to create a new calendar and new reminder list for Curio to use.

You can either make project-specific calendars or a common calendars for all your Curio projects. For example, you could create a *Curio* calendar and a *Curio Tasks* reminder list that you share with all your projects, or you can be project-specific: *Curio ProjectX* and *Curio ProjectX Tasks*.



The screenshot shows the 'Calendar' tab of the Curio application's settings. At the top, there are four tabs: 'Project', 'Details', 'Calendar' (which is selected and highlighted in blue), and 'Advanced'. Below the tabs, the section is titled 'CALENDAR SYNC' with a gear icon and a green toggle switch that is turned on. Underneath, there are two dropdown menus: 'Events' set to 'Curio' and 'To Dos' set to 'Curio Tasks'. Below these is a paragraph of instructions: 'In the Calendar & Reminders apps, create a calendar and reminder list for Curio to use. Both are required for syncing to continue.' There are two checkboxes for alerts: 'Enable event alert before start date' and 'Enable to-do alert before due date'. Each checkbox is followed by a numeric input field set to '1', the text 'days earlier at', and a time input field set to '4:00 PM'. At the bottom of the panel, a note states: 'Syncs occur during project load and each time the project is saved.'



Actions Menu Extras

Click the actions “gear” button to see more calendar sync options.