

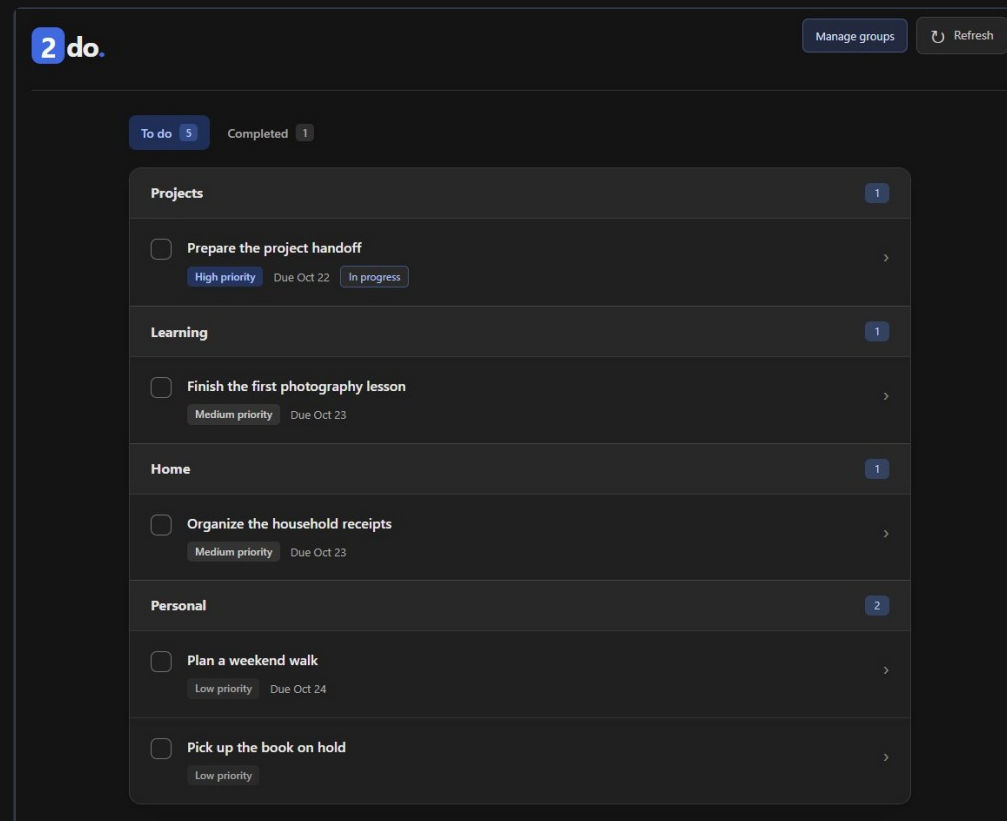
# A little less on your mind.

Give the next thing a place.  
Keep the details that matter.

TASKS / CONTEXT / FOLLOW-THROUGH

For work. And everything around it.

Windows x64 - Version 1.1.0. Actual 2do interface shown with fictional tasks throughout.



## 01 / THE IDEA

# Keep the next step. Keep the context.

A place for what needs doing, and the details that will help you return.

ACTION ITEM

Mark complete

×

Prepare the project handoff

High priority Due Oct 22 In progress

Priority set by you

Group

Projects

▼

Priority

High

▼

Status

In progress

▼

Automatic uses due dates and task details.

Save changes

## Start with a clear action.

Give each task a group, a priority, and a status. Add a date when there is a real deadline.

## Leave a useful trail.

Append an update as the work moves forward. Keep a source link with the task so the reference is easy to find again.

*Less searching. A clearer place to pick back up.*

## 02 / GROUPS THAT FIT YOUR LIFE

# Work has its place. So do you.

Start blank. Create the groups that make sense for your day.

## 01 Projects

Keep a project and its next actions together.

## 02 Learning

Make room for a course or a new skill.

## 03 Home

Give household tasks a place to land.

## 04 Personal

Leave space for your own next steps.

Examples only. Create or rename your own groups with Manage groups; no groups are preloaded.

## 03 / NOTES AND SOURCES

# The story stays with the task.

A decision. A next step. A link worth keeping.

## Updates with a little history.

New notes are appended with a timestamp. Earlier notes stay in place, so you can see how the task moved forward.

## The sources, within reach.

Open the task to follow HTTP/HTTPS links in its notes, or return to its original source. Source websites may need your normal sign-in.

*Illustrative notes and example.com links shown.*

Add an update, context, or a follow-up...

Add note

Illustrative task for the 2do guide.

[Oct 19, 2026, 3:15 PM EDT]  
Scope agreed. Keep the summary with this task.  
Project summary: <https://example.com/project-summary>

[Oct 20, 2026, 3:54 PM EDT]  
Added the revised checklist. Confirm the owner for each next step.  
Handoff checklist: <https://example.com/handoff-checklist>

[View original source ↗](#)

Mark complete

# Your tasks. Your space.

A Windows app with a Chrome dashboard and a home on your PC.

01

## Install once. Open from the tray.

A blue checkmark keeps 2do within reach. Close the browser when you like; use Quit in the tray to stop the app.

02

## Records that stay with you.

Tasks and notes live in your Windows account. Updates and uninstall retain the data folder. Quit the app before copying it for backup.

03

## A clear boundary.

No app account or built-in cloud sync. Installation does not connect ChatGPT, email, or messaging accounts. Phone access is not enabled.

*The local dashboard works offline. Online source links still need access to their destination.*

05 / GET 2DO

# Make a little room for the next thing.

Download the Windows installer, then start with a clear workspace.

## 2do 1.1.0

Windows 10 22H2 / Windows 11

Intel / AMD x64 - Google Chrome required

[2dosoftware.pages.dev](https://2dosoftware.pages.dev)

[Read the full user guide](#)

### 01 / Install

Run the per-user installer. The runtime is included.

### 02 / Open

Launch 2do and find its blue tray checkmark.

### 03 / Add a task

Create a group, then use Add a task to 2do in the Start menu.

Unsigned installer: Windows may display a publisher or reputation warning. Tested locally; validation on a second physical PC is still pending. Documentation edition: October 20, 2026.