Listabot

Track Tasks Across Multiple Projects.
Interactively Analyze Time Usage.
Generate Time Usage Reports.

v1.02

Setting Up Your Project

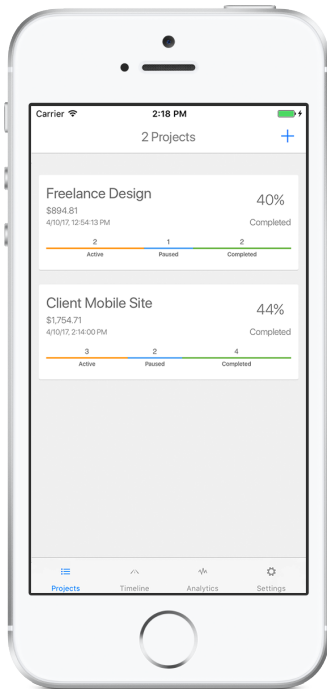**Add A New Project**

Project Overview

Status Timeline

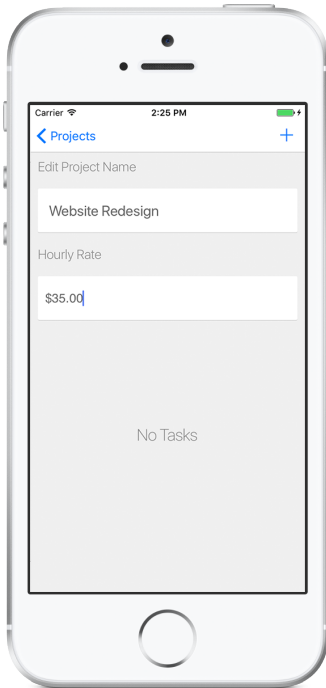The timeline shows the status of every task in your project. Don't stop all your tasks are green!

Carrier 2:18 PM

2 Projects

Freelance Design
$894.81
4/10/17, 12:54:13 PM
40% Completed

2 Active   1 Paused   Completed

Client Mobile Site
$1,754.71
4/10/17, 2:14:00 PM
44% Completed

3 Active   2 Paused   4 Completed

Projects   Timeline   Analytics   Settings

Swipe to remove a project,
or tap to edit project settings or view its tasks

Creating Tasks

**Rename
Project**

< Projects

+

Edit Project Name

Website Redesign

Hourly Rate

$35.00

No Tasks

**Set Hourly
Rate For
Project**

Hourly rate isn't
required & its fully
interactive

Try changing this
value and make sure
you are charging a
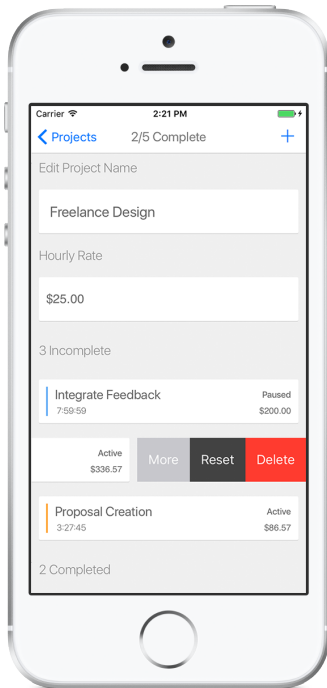
Keep tasks simple with one discrete item to complete
Doing this allows you to analyze how long each task takes

Managing Tasks

Task Browser

Each task shows the color representing it's status & current billable hours (if an hourly rate is set)

| Unstarted |
| Active(Billable) |
| Paused |
| Completed |

Choose More To Change Task Status

‹ Projects   2/5 Complete   +

Edit Project Name

Freelance Design

Hourly Rate

$25.00

3 Incomplete

| Integrate Feedback | Paused |
| 7:59:59 | $200.00 |

| Active | More | Reset | Delete |
| $336.57 |

| Proposal Creation | Active |
| 3:27:45 | $86.57 |

2 Completed

You can have an unlimited number of active tasks. When an hourly rate is set each active task counts towards your projects total billable hours
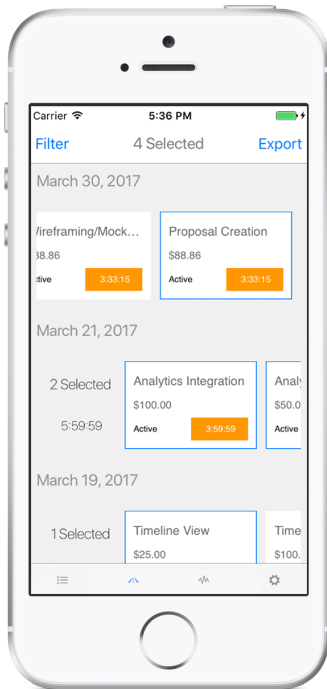
Showing Your Work

Filter The Updates To Show

By default only the billable (Active) times are shown

Quickly Export Invoice (HTML or CSV)

Cherry-Pick Updates To Include In Report

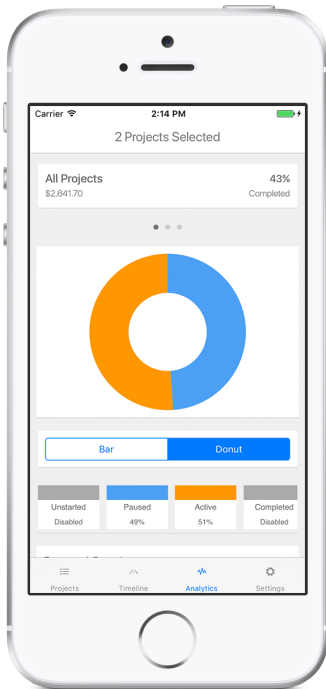The reports can be generated using tasks from any of your projects`

Generate status reports from any of your projects.
You choose what to include, then just pick a format to export.
Hourly Rates Applied Automatically To Each **Active** Task.

Analyzing Time Usage

Select Project To Analyze

By default you'll see all project data, just swipe to analyze each individual project
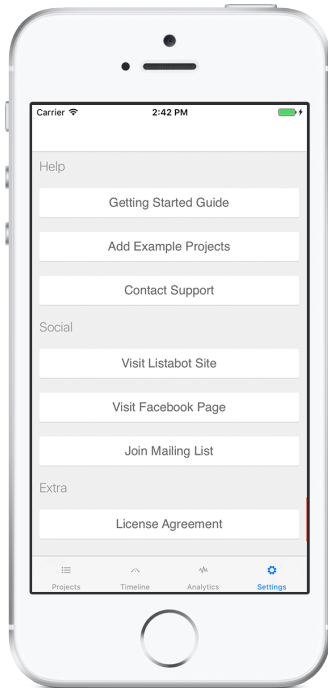
Interactively Display Time Utilization

Real-Time Charts

Try toggling the Unstarted times or Paused times to see if you are wasting time that you could be billing for instead

Carrier 📶   2:14 PM   🔋⚡

2 Projects Selected

All Projects   43%
$2,641.70   Completed

| Bar | Donut |

| Unstarted | Paused | Active | Completed |
| Disabled | 49% | 51% | Disabled |

☰ Projects   ⌃ Timeline   〰 Analytics   ⚙ Settings

Take the guesswork out of creating project estimates.
Use historical data to help you determine how long a task should take.

Let's Stay Connected

Help

Getting Started Guide

Add Example Projects

Contact Support

Social

Visit Listabot Site

Visit Facebook Page

Join Mailing List

Extra

License Agreement

That's me :-)

Thank **You** for your support!
If you need help or have questions please contact me!
Join the mailing list for time saving tips & learn about new features!