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Tasks and Projects

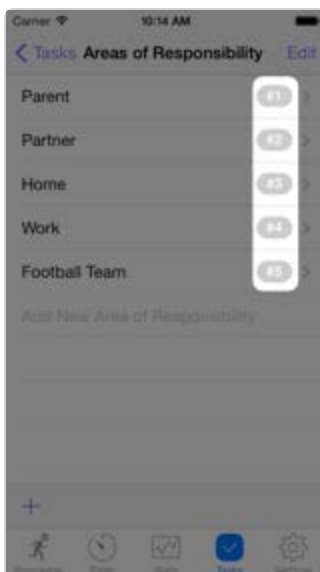
Areas of responsibility

Areas of Responsibility are designed to represent the different “hats” that you wear in life, e.g. Parent, Partner, Home, Work, Student, Car, Football Team. Areas of responsibility can't be completed, but they may be deleted.

To assign an area of responsibility to a task or a project, open the task or [project's detail window](#) and click Area of Responsibility.

If you want to create a new task inside an area of responsibility, you may open the area from the Tasks tab and click \oplus in the toolbar.

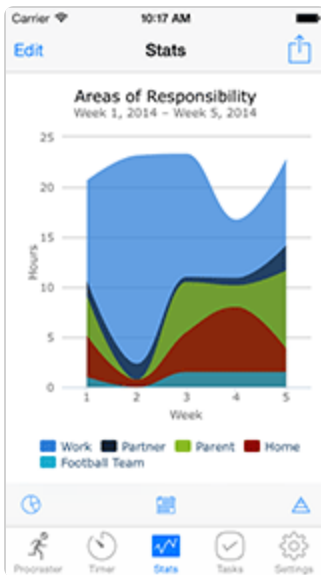
You should keep your Area of Responsibility list sorted by degree of importance. Each area has a number badge on its right side:



To sort the list, click Edit in the upper right corner of the screen, and drag the items

into the correct order. By doing this, you become much more focused on what's more or less important in your life. It's also important for the accuracy of the [Procraster QuickTask](#) algorithm.

By organizing your tasks and projects in different Areas of Responsibility, Procraster stats actually give you an [overview of your life](#). Are you using your time the way you want, or does a less important area of responsibility take up too much of your life?




Delegated tasks and projects


There could be several reasons to delegate a task or project in Procraster, e.g.:

- You are waiting for a response from a person before you continue on the project or start on the task
- You have asked another person to do the task or project for you
- You are collaborating on a project with others, and you want to keep an overview of who's doing what

To delegate a task or a project, open the task or [project's detail window](#) and click Delegate. The first time you delegate an item, iOS will ask you if you want to give Procraster access to your contacts. If you want to delegate items in Procraster you must allow access.

When an item is delegated, the contact's name will appear next to  in the item's detail window.

To clear the item's Delegate settings, click Delegate and select Clear.

All delegated items will show up in the Delegated list. You can tell that an item is delegated by the contact icon, inside the checkbox , and by the Name being grayed out. The item's stats will still show up in charts.

Note: Procraster will never tell your contacts that you have delegated an item to them.

iPad only: Due to restrictions in iOS it's not possible to delegate items in popovers. To delegate an item, you have to open it in the Tasks tab.

Due, scheduled and available reminders

You may receive reminders for either [due](#), [scheduled](#) or [available](#) items.

To enable or disable reminders, open Procraster settings and change the Due Reminders, Scheduled Reminders and/or Available Reminders settings.

If enabled, Procraster will remind you by showing a banner and play a short alarm sound when an item is [due](#), [started](#) or [available](#).

Due, scheduled or available reminders doesn't work

First, check your Procraster settings. In the Tasks section, the Due Reminders, Scheduled Reminders and/or Available Reminders should be enabled.

Secondly, check that Sounds and Banners are enabled in **iPhone** Settings > Notification Center > Procraster.

Hide items after completion

When you complete a task or project, Procraster may hide the item quickly (next time you open the current list), after 24 hours, or never.

To alter this, open the Settings tab, click the Hide Completed button in the Tasks section, and select the preferred option.

How to add or delete tags

Tags may be assigned to both tasks and projects. To add or delete a tag, open a task's, or [project's detail window](#), and click Tags.

How to convert a task to a project

To convert a task to a project, open the task's detail window, and click the Convert To Project button.

How to define “due soon”


The “due soon” option affects an item's [name and icon colour](#). To change the meaning of “due soon”, open the Settings tab, click the Due Soon Means button in the Tasks section, and select the preferred option.

How to move a task

To move a task to a different project or list, open the task's detail window, and click the Move button. The button's footer tells you which project or list the task currently

belongs to.

How to open or edit a project's details

To open a project's details window, you must click  on the project row:

img]31_1[/img]

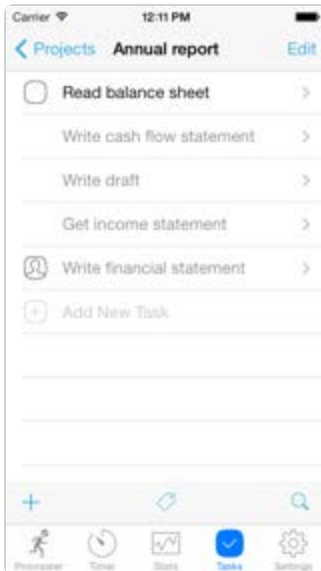
If you click elsewhere on the project row, you will open that project's tasks list.

Parallel and sequential projects

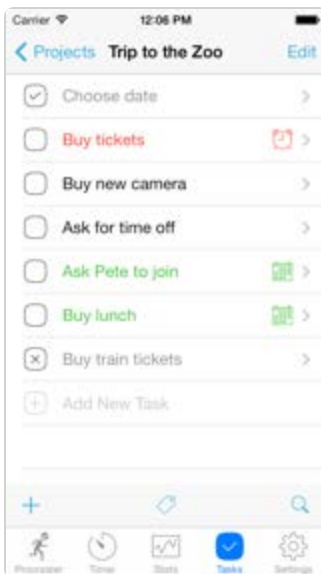
When you open a [project's detail window](#), you may switch between Parallel or Sequential.

Sequential projects always have only one active task at a time. This option should be used when you have to complete the first undone task on the list to start on the next one: you have to work on the tasks sequentially.

You can tell that a project is sequential on the project's task list, because only the first task in the list has a black name and a checkbox on its left side. All the other tasks have grey names and no checkbox on their left side. If the task is [delegated](#), [paused](#), [completed](#) or [dropped](#), it will have a checkbox telling you that it's not actionable.



Parallel projects will show all of the tasks and their checkboxes. This is the default option, and should be used when you don't have to complete one task before another – you may work on all of the tasks in parallel.



Procraster QuickTask

To improve your productivity, Procraster QuickTask helps you to quickly choose a task to start on, using Procraster's QuickTask algorithm. This algorithm ranks

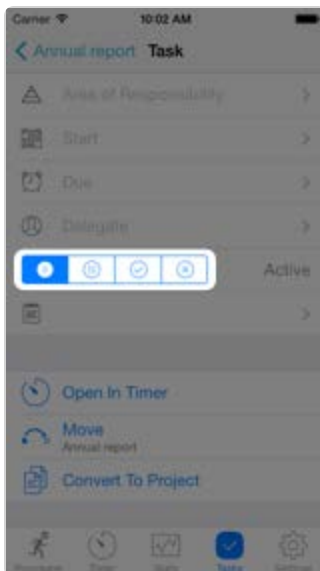
tasks based on several criteria, and task scope may be changed by selecting one or more tags.

To make the QuickTask algorithm as accurate as possible, you should remember that tasks, projects and [Areas of Responsibility](#) are ranked according to their position in their respective lists. The first item is given the highest ranking, with the second item the second-highest ranking, and so on.

If you have time remaining then let Procraster pick a task for you!


Project and task status (Active, Paused, Completed and Dropped)


You may change a project's or task's status by using the tabbed bar in the item's detail window:




Active items are all items that are not paused, completed, dropped or delegated, and are not in the [Inbox](#) or the [Someday](#) list. Making an Inbox or Someday item active will move it to the [Next](#) list.

Pause an item when it's currently not possible to work on it. All paused items will show up in the Paused list. You can tell that an item is paused by the pause icon


inside the checkbox  and by the name being grey. The item's stats will still show up in charts.

All **completed** items will show up in the Completed list. You can tell that an item is completed by the checkmark inside the checkbox  and by the name being grey. Completed tasks will disappear from the Next, Due and Scheduled lists after 24 hours. From all the other lists, completed tasks will disappear immediately.

Dropped items are all the tasks and projects that you have decided you never ever want to start on. All dropped items will show in the Dropped list. You can tell that an item is dropped by the cross icon inside the checkbox  and by the name being grey. The item's stats will still show up in charts.

Recurring tasks and projects

Tasks and projects that you must do on a regular basis should be set to recurring. This way you don't have to create the task or project more than once. You also don't need to worry about forgetting these items, because Procraster can [remind you](#) when recurring items are made available and/or due.

You can tell that an item is recurring because the checkbox is composed of two arrows: 

To make a task or project recurring (or to stop an item from recurring), open the task's, or [project's details window](#), and click the Repeat button.

Rules

You may choose to make the item repeat on a regularly basis (e.g. every wednesday and saturday) or after completion (e.g. one month after you complete the task).

Start date

The start date defines when Procrae this date. If you don't change this date, the item will start recurring immediately according to your selected rules.

Next date

The Next date is the date when the next item will be made available. When you change the Start date, the Next date will also change according to the selected start date and rules.

Due date


You may define a rule regarding the items due date. The due date will be set according to when the new item is made available. If you create a task that is recurring every Wednesday, and then set it to be due after 2 days, the item will be due Friday noon.

Scheduled tasks and projects

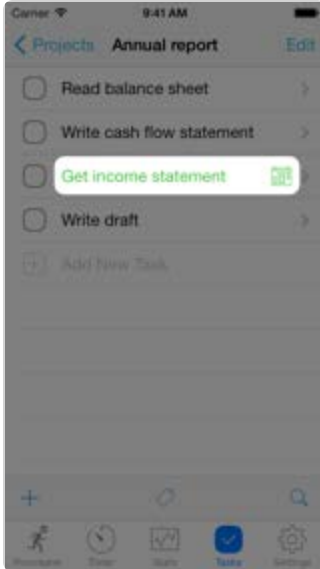
Both tasks and projects may be scheduled for a later time. Schedule tasks or projects when it's not possible to start on them before a certain date.

To schedule a task or a project, open the task or [project's detail window](#) and click Start.

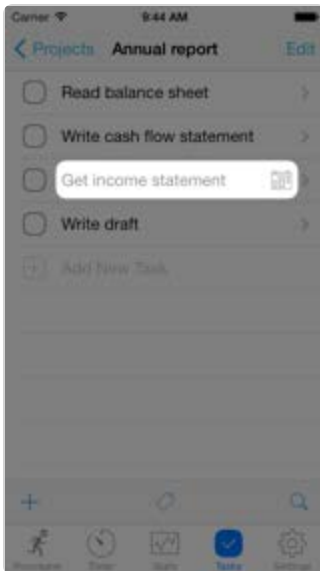
All scheduled items will show up in the Scheduled list. Scheduled tasks that have started will also appear in the [Next](#) list.


You can tell that an item is scheduled without opening it, because it will have  on its right side.

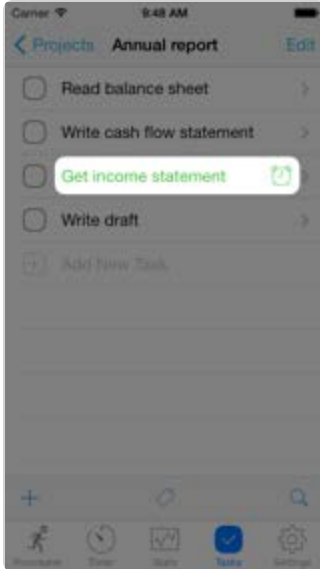
Scheduled items that have started (the scheduled date is in the past) will have both green name and icon:



Scheduled items that have **not** started yet (the scheduled date is in the future) will have both a grey name and icon:




If the item also is assigned a due date, the icon will be replaced by . You can still tell if the item is started or not by the colour: green has started, grey has not.



Tasks and projects search

Procraster lets you search all of your tasks and projects. Open the Tasks tab and click Search. [Active tasks and projects](#) are all items that are actionable.

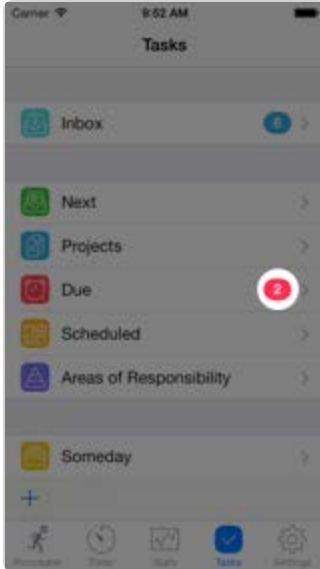
To search a specific list, project or area of responsibility, open it and click  in the toolbar.


Tasks and projects with due date

Both tasks and projects may be assigned a due date. Set a due date when the task or project has to be completed within a certain date.

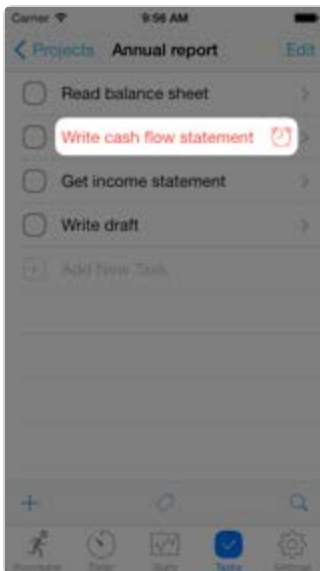
To assign a due date for a task or a project, open the task or [project's detail window](#) and click Due.

All due items will show up in the Due list. The badge count shows the total number of overdue (the due date is in the past) tasks:

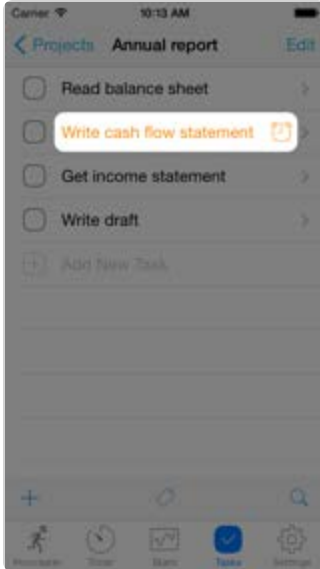


You can tell that a task is assigned a due date without opening it, because it will have  on its right side.

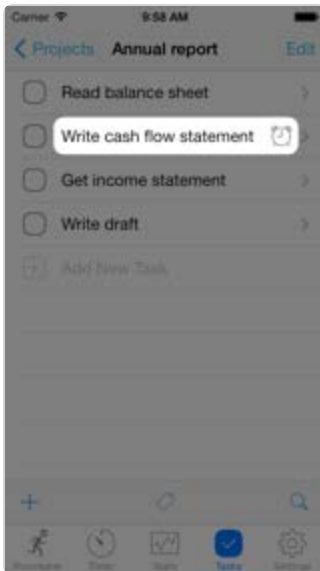
Due items that are overdue (the due date is in the past) will have both red title and icon:



Due items that are due soon will have both orange title and icon:



Due items that are not overdue (the due date is in the future) will have both black title and icon:



If the item also is scheduled, and it's not overdue, the title and icon color will depend on the scheduled date.

The Inbox

The Inbox is where you temporary put new ideas and thoughts. You should sort the Inbox as often as possible, choosing what you want to do with each item.

If you're not sure wether you want to commit to a task, you may [move it to Someday](#) for later reference. If you decide not to commit to a task, you may [drop it](#). Any task that actually consists of more than one task should be [converted to a project](#).

The Next list

The Next list is where you will find all [active tasks and projects](#). You may also add tasks directly to the Next list.

The Projects list

The Projects list is where you put all your projects. All of your goals that require two or more actions are considered a project.

The Someday list

The Someday list is where you put all your ideas and thoughts that you're not yet ready to schedule but you want to keep for later reference.

What happens to tasks and projects when I delete an area of responsibility?

When you delete an [area of responsibility](#), none of the tasks or projects assigned to it will be deleted.

What's the difference between tasks and projects?

See [The Projects list](#)

Stats

Chart Type

What kind of stats to show is determined by the chart type selection. Procraster offers five different chart types:

b]Total:[/b] Stats for all projects, tasks and [Areas of Responsibility](#), both existing and deleted.

Areas of Responsibility: Show the [stats for one single area of responsibility](#), or [compare stats between several areas](#). Only existing (plus dropped and completed) Areas of Responsibility are available. Deleted tasks or projects are included in the stats.

Projects: Show the [total stats for one single project](#) (the stats of all tasks inside the project), or [compare stats across several different projects](#). Only existing (also dropped and completed) projects are available.

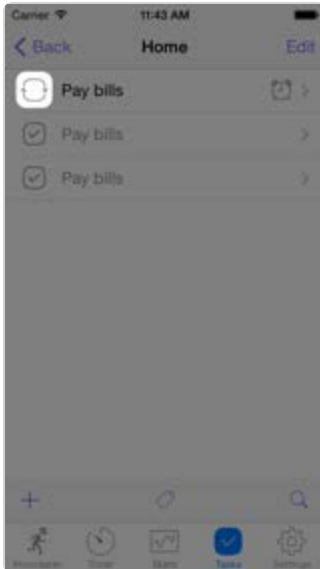
b]Single Project Tasks:[/b] [Compare the stats for all tasks inside one project](#) in a pie chart. Only existing (plus dropped and completed) tasks are included.

Tasks: Show the [stats for one single task](#), or [compare stats across several tasks](#). Only existing (plus dropped or completed) projects are available.

How do I find the stats for recurring items?


The stats for [recurring tasks and projects](#) are always associated with the item that is currently recurring and not to it's previous entries. When a new item is made available, all stats will be transferred to this new item.

On the screenshot below you see three copies of the same recurring task. The stats will always be associated with the task that is recurring:




Note: It is possible to open older copies of a recurring task in the Timer. If you do, sessions will be added to this copies' stats and not to the recurring item.

How to change chart appearance

Open the Stats tab and click . You may select area, column or line chart. Please note that Procraster may overrule your selection to ensure the best user experience.

How to change chart perspective

Open the Stats tab and click . If you select Automatic, Procraster will select the perspective (view) that assures that all available stats for the selected chart type and selected item(s) are included.

If you want to set the perspective yourself, deselect Automatic and select the

preferred perspective and dates.



Be aware there are limits for the Days and Weeks perspective. To show stats for more than 31 days, you must select one of the other perspectives. If you want to show stats for more than 52 weeks, you must select either Months or Years.

How to compare stats between all tasks inside one project

To compare stats between all tasks inside one project, you have two options:

1. [Open the project](#) in the Tasks tab and click the Project Tasks Stats button


or


2. Open the Stats tab and click . Select Single Project Tasks and click Done. To select a project, click .


The pie chart shows the total time that you have spent on each task inside the project.

If you want to hide one or more tasks, you may click the chart's legend.

How to compare stats between different Areas of Responsibility

Open the Stats tab and click . Select Areas of Responsibility and click Done. If you have previously selected one or more Areas of Responsibility, these areas will show up in the chart. If not, Procraster will show some random areas.


To change the selected Areas of Responsibility, click . If you haven't previously selected any areas, the areas of responsibility list will appear, and you may select the areas that you want to show.


If you have previously selected one or more Areas of Responsibility, you may clear the selection by hitting the Clear Selection option. Procraster will then show some random areas in the chart, and you may click  again to make your own selection.


If you want to add or remove Areas of Responsibility from the chart, hit the Add Areas to Chart option. Then select or deselect any areas you want. You may also click the chart's legend to show or hide areas.

If you want to show only the stats of a particular area, you can select that area. You can select a maximum of 15 areas.

How to compare stats between different projects

Open the Stats tab and click . Select Projects and click Done. If you have previously selected one or more projects, these projects will appear in the chart. If not, Procraster will show random projects.


To change the selected projects, click . If you haven't previously selected any projects, the project list will appear, and you may now select the projects that you want to show.


If you have previously selected one or more projects, you may clear the selection by hitting the Clear Selection option. Procraster will then show random projects in the chart, and you may click  again to make your own selection.


If you want to add or remove projects from the chart, hit the Add Projects to Chart option. Then select or deselect any projects you want. You may also click the chart's legend to show or hide projects.

If you want to show the stats of only one project, you may select one project only . You can select a maximum of 15 projects.

How to compare stats between different tasks

Open the Stats tab and click . Select Tasks and click Done. If you have previously selected one or more tasks, these tasks will show up in the chart. If not, Procraster will show random tasks.

To change the selected tasks, click . If you haven't previously selected any tasks, the task list will appear, and you may then select the tasks that you want to show.

If you have previously selected one or more tasks, you may clear the selection by hitting the Clear Selection option. Procraster will then show random tasks in the chart, and you may click  again to make your own selection.

If you want to add or remove tasks from the chart, hit the Add Tasks to Chart. Then select or deselect the tasks that you want you want. You may also click the chart's legend to show or hide tasks.

If you want to show the stats of only one task, you may select only one task. You can select a maximum of 15 tasks.

How to delete all stats

Warning: If you don't have a [backup of your data](#), proceed with the following steps to permanently delete all of your stats.

To delete all of your stats, open the Stats tab and click the Edit button in upper left corner of the screen. Then click the Delete All Stats button.

How to edit stats

If for some reason you have to edit your stats, open the Stats tab and click the Edit

button in upper left corner of the screen


You have three options:

Deleted lets you edit stats associated with deleted (not dropped or completed) tasks, projects and [Areas of Responsibility](#). This is only visible in the Total Stats chart.


When you delete (not drop or complete) a task or project that is associated with an area of responsibility, it's stats are added to the area of responsibility itself. To edit these stats, select Existing Area of Responsibility Stats.

To edit stats associated with existing tasks and projects (also dropped and completed), select Existing Projects and Tasks Stats.

How to save, copy, send or print charts

Open the Stats tab and click  in the upper right corner of the screen.

How to share charts

Open the Stats tab and click  in the upper right corner of the screen. Procraster supports the following services:

- Twitter
 - Facebook
 - Sina Weibo{
 - }}- Tencent Weibo
-

How to show stats for a single area of responsibility

See [How to compare stats between different Areas of Responsibility](#)

How to show stats for a single task



To show the stats for a single task, you have two options:

1. Open the task in the Tasks tab and click the Tasks Stats button

or

2. Follow [these instructions](#)
-

How to show total stats (for all tasks, projects and Areas of Responsibility)

Open the Stats tab and click . Select Total and click Done. You may change the [selected view or perspective](#) by clicking .

How to show total stats for a single project

To show the total stats for a single project, you have two options:

1. [Open the project](#) in the Tasks tab and click the Project Stats button

or

2. Follow [these instructions](#)
-

What happens to a task's stats when I convert it to a project?

Stats can't be attached directly to a project – How it works is that the tasks inside the

project make up the project's stats.

When you [convert a task](#) (that contains stats) to a project, a new task containing the stats will automatically be created in the new project.

You may delete this task, but then the stats will not be included in the project's stats – The Stats will only be included in the Total Stats chart and eventually the Area of Responsibility chart.

What happens to my stats if I empty the Completed or Dropped lists?

See [What happens to my stats when I delete tasks, projects or Areas of Responsibility?](#)

What happens to my stats when I delete tasks, projects or Areas of Responsibility?

The **only** way to delete stats in Procraster, is to open the Edit Stats window and click the Delete All Stats button. Your stats will never be deleted when you delete tasks, projects or Areas of Responsibility.

When you delete a task, it's stats will still show up in the Total Stats chart, although it will not be possible to only get the stats for the deleted task or to compare it to other tasks.

When you delete a project, all it's tasks will also be deleted. As with single tasks, all the stats from the deleted tasks will still show up in the Total Stats chart. However, it will not be possible to only get the stats for the deleted project or tasks, or to compare it to others.

When you delete a task or a project assigned to an [area of responsibility](#), the stats will still show up in the Area of Responsibility chart. Remember that it will not be possible to only get the stats for the deleted project or tasks, or to compare it to

others.

When you delete an area of responsibility, none of the tasks or projects assigned to it will be deleted. Thus, the task's or project's stats will still show up in both the Total Stats chart and in the Tasks and Projects charts.

Timer

Calendar Integration

Procraster may automatically add completed sessions to one of your calendars. As a result, you can visualise your productive time directly in your calendar.

To enable calendar integration, open the Settings tab and locate the Calendar Integration section. Then, enable Add Sessions to Calendar. If you have not previously enabled calendar integration, iOS will ask if you want to give Procraster access to your calendars. If you want to use calendar integration, you must accept this.

Then click Calendar and select the calendar to which you want Procraster to add the sessions. It is recommended that you create a special calendar for your Procraster sessions.

You may also enable Add Duration to Event Title. When enabled, Procraster will add the session duration in brackets, e.g. “Task Name (25 min)”.

How to disable the Break Timer

To disable the Break Timer, open the [edit Break Timer window](#) and select Disable in the picker.

How to edit session or break time

To edit the session or break time, click the Timer or  in the upper right corner of

the Timer tab.

How to open a task in the Timer

If you're in the Tasks tab, you may open the task's details window and then click the Open In Timer button. To open a task directly from the Timer, click on the task row.

Note: Only active tasks can be opened in the Timer.

I don't get any alarm sound or banner when the Timer is finished

First, check your Procraster settings. In the Timer section, the Alarm Sound option should be enabled.

Secondly, check that Sounds and Banners are enabled in **iPhone** Settings > Procraster > Notifications.

The Stopwatch

In the Timer tab, you can choose between [Timer](#) or Stopwatch mode.

If you don't need that [extra push of the Timer](#), you may use the Stopwatch mode. The Stopwatch starts at zero and counts your session until you click Done. If enabled, the Break Timer will start automatically.

Procraster Cloud

Procraster Cloud

Procraster Cloud keeps all your data in sync between your devices. Every time you finish a session, edit a task, create a tag etc., Procraster instantly syncs the changes to your Procraster Cloud account. Procraster also automatically checks for changes in the cloud when you open Procraster. This way you actually never have to hit the Sync button!

Please keep in mind that you should still [backup your data](#) regularly to prevent data loss.

To start using Procraster Cloud you must create an account. To create an account, open Procraster > Settings > Procraster Cloud and click Create Account. Please note that you have to verify your email by opening the link in the email sent to you by Procraster after registration.

If you experience any problems, please [contact support](#).

How to change email for your Procraster Cloud account

To change the email for your Procraster Cloud account you have to log in to Procraster Cloud and then open Procraster > Settings > Procraster Cloud > Cloud Account. Enter your new email and click Save Changes.

How to change password for your Procraster Cloud account

To change the password for your Procraster Cloud account, you have to log in to Procraster Cloud and then open Procraster > Settings > Procraster Cloud > Cloud Account > Change Password. Procraster will then send you an email with instructions on how to change your password.

How to delete your Procraster Cloud account and all data

To delete your Procraster Cloud account and all data associated with your account, you have to log in to Procraster Cloud and then open Procraster > Settings > Procraster Cloud > Cloud Account > Delete Account.

Please note that this action cannot be undone. To prevent any loss of data, please [back up your data](#) before you sign in.

I forgot my Procraster Cloud password

If you forget your Procraster Cloud password, open Procraster > Settings > Procraster Cloud and click Forgot Password. Procraster will then prompt you to enter the email that you used when you registered your Procraster Cloud account. Procraster will then send you an email with instructions on how to change your password.

Merge Procraster Cloud data with data from your device

When you sign in to your Procraster Cloud account, you may select Merge Cloud And This Device. When selected, Procraster will merge all of your data from Procraster Cloud with the data on your device. This will keep all of your data both on your device and in your Procraster Cloud account.

Please note that this action cannot be undone. To prevent any loss of data, please [back up your data](#) before you sign in.

Replace data on your device with data from Procraster Cloud

When you sign in to your Procraster Cloud account, you may select Replace Data On This Device. When selected, Procraster will first delete all Procraster data on your device. Then all data in your Procraster Cloud account will be synced to your device.

Please note that this action cannot be undone. To prevent any loss of data, please [back up your data](#) before you sign in.

Replace Procraster Cloud data with data from your device

When you sign in to your Procraster Cloud account you may select Replace Procraster Cloud Data. When selected, Procraster will first delete all your data in Procraster Cloud. Then all data on your device will be synced to your Procraster Cloud account.

Please note that this action cannot be undone. To prevent any loss of data, please [backup your data](#) before you sign in.

Backup & Restore

Automatic Backup

When enabled, Procraster will try to back up your data once a day. Procraster will only back up your data on the days that you are using Procraster (Back ups are not required when Procraster is not being used).

To enable automatic backup, go to Procraster Settings > Backup & Restore and enable Automatic Backup.

Backup & Restore

Backup & Restore help you to prevent any loss of Procraster data, like; stats, projects, tasks, tags and rewards.

Backup & Restore have to be manually enabled. Go to Procraster Settings > Backup & Restore and enable Backup & Restore. To back up your Procraster data, you need a free [Dropbox® account](#).

Procraster will create a folder called “Procraster” in the Apps folder on your Dropbox. Procraster Will not request access to your other Dropbox files.

You may manually back up your data by clicking the Back Up Now button in Backup & Restore settings. It is recommended that [Automatic Backup](#) is enabled.

How to restore a Procraster backup

Firstly, [enable Backup & Restore](#). Then, open Procraster Settings > Backup & Restore > Restore, and select the backup you want to use to replace your current data. Procraster will then download and restore the selected backup.

Restore Backup With Code

To restore a backup with a code (received from Procraster Support), open Procraster > Settings > Backup & Restore and click Restore Backup With Code.

Enter the code received from Procraster in the dialog, and click Restore Backup. Then click Restore and Replace to replace the data on your device.

Developers

Procraster URL Schemes

Procraster supports integration with other apps via [x-callback-url protocol](#). The x-callback parameters are defined by the x-callback-url protocol and are optional for all actions. If available, these parameters will be called by Procraster. Please note that parameters should be encoded. They are left unencoded for legibility

x-callback parameters

- **x-source** [your app name]
- **x-success** [url]
- **x-error** [url]

Note: Procraster will add the parameters **errorCode** and **errorMessage** to the **x-error** url. If you set the x-error url to “myapp://x-callback-url/OpenTabError” Procraster will call (in case of an unknown tab):

```
myapp://x-callback-url/OpenTabError?errorCode=908&errorMessage=Unknown  
tab
```

Possible error codes:

- **904:** Invalid due date
 - **905:** Invalid start date
 - **907:** Unknown action
 - **908:** Unknown tab
-

/open

Description: Open Procraster and select tab (optional)

```
procraster://x-callback-url/open?x-source=[your app name]&x-error=[url]&tab=[procraster,timer,stats,tasks]
```

Parameters:

- **tab** [procraster,timer,stats,tasks]

Example: Open Procraster

```
procraster://x-callback-url/open
```

Example: Open timer tab

```
procraster://x-callback-url/open?tab=timer
```

/add-task

Description: Create a new task in a specified list with given name, notes, start and due date

```
procraster://x-callback-url/add-task?list=[inbox,next,someday]&name=[string]&notes=[string]&start=[unix time stamp]&due=[unix time stamp]
```

Parameters:

- **list** [inbox,next,someday] if not set, the task is added to the Inbox
- **name** [string]
- **notes** [string]
- **start** [unix time stamp] in seconds (local time)
- **due** [unix time stamp] in seconds (local time)

Example: Create new task in the Next list with the name “My New Task” and with the notes “My task notes” that is scheduled for 15 Apr 2014 12:00 GMT and due 20 Apr 2014 12:00 GMT

```
procraster://x-callback-url/add-task?list=next&name=My New Task&notes=My task notes&start=1397563200&due=1397995200
```

Example: Create new task named “My New Task” in the default list (Inbox)

```
procraster://x-callback-url/add-task?name=My New Task
```

/add-project

Description: Create a new project with given name, notes, start and due date

```
procraster://x-callback-url/add-project?name=[string]&notes=[string]&start=[unix time stamp]&due=[unix time stamp]
```

Parameters:

- **name** [string]
- **notes** [string]
- **start** [[unix time stamp](#)] in seconds (local time)
- **due** [[unix time stamp](#)] in seconds (local time)

Example: Create new project with the name “My New Project” and with the notes “My project notes” that is scheduled for 15 Apr 2014 12:00 GMT and due 20 Apr 2014 12:00 GMT

```
procraster://x-callback-url/add-project?name=My New Project&notes=My project notes&start=1397563200&due=1397995200
```

Example: Create new project named “My New Project”

```
procraster://x-callback-url/add-project?name=My New Project
```

/quicktask

Description: Open [Procraster QuickTask](#)

```
procraster://x-callback-url/quicktask
```