NEXTY

Nexty

http://nexty.org/intro.php

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Nexty is an **easy** to use **To Do list manager** created using **GTD**® principles.

Why choose Nexty?

Easy to Use
FREE!
Open Source

Sign Up

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<< Expand >>
May 2008
Wed   Thu
1   2
Transfer Dilbert t

Next Action...

Write a post for N
✔ Done

🔍**Search...**
for meaning   Go

🌀Sections ⌵   📁Projects ⌵   ☰Contexts
🌀Immediately
🌀Someday/Maybe   f to do

Calendar
See all your tasks, reminders and due dates in one centralized location.

Next Actions
Focus on one single task at a time using this feature.

Search
For Projects, Tasks and Reminders that you have created.

And the Usual Stuff...
Nexty has everything you would expect in a GTD system - Projects, Contexts, Reminders - you know - the works.

What is Nexty?

Nexty.org is personal productivity organizer system based on the GTD principles created by David Allen in his book, "Getting Things Done". It is free and open-source, accessible via any web browser. If more security or off-line usage is desired, the developer provides the code to download and install on your own local server.

But What is GTD?

Getting Things Done (GTD) is a organizational system designed to reduce stress and cognitive overload by capturing all your commitments - whether professional or personal, large or small - in a trusted system, which is periodically organized and reviewed. GTD divides commitments into projects, which are specified by a desired outcome; next actions, which are the next step to that fulfill that outcome. The real power of GTD, however, comes from categorizing tasks by context - the place you can perform a task and the tools necessary.
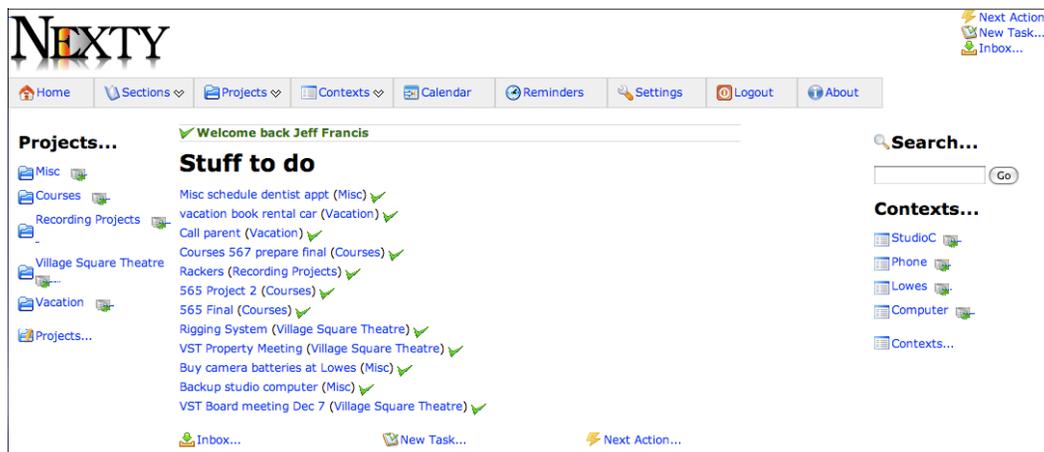
For more info, see the David Allen Company website:
*http://www.davidco.com/what_is_gtd.php*

Using Nexty

Point your browser to *http://nexty.org.* Registration is free and easy. No personal information is required - the email you provide (optional) is only used if you forget your password.


Create Projects

Across the top of the main screen is the menu bar, where you can access your calendar, projects, reminders, etc. Clicking Projects takes you to the project page, where you can see a list of your projects and create new ones.
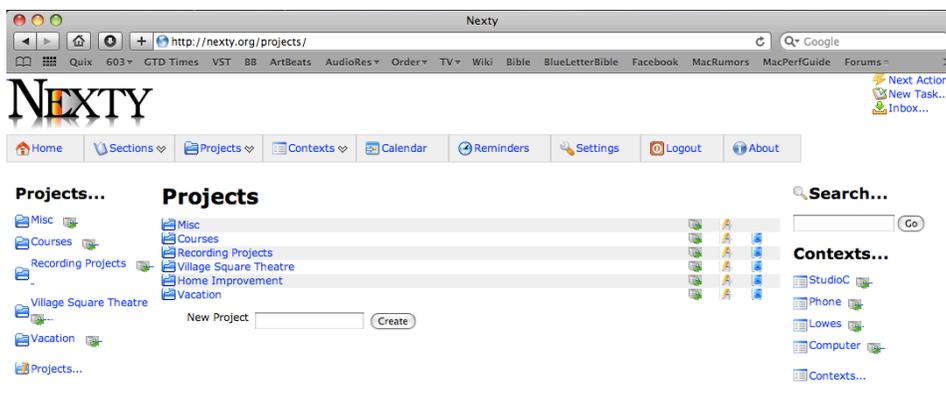
Setup Contexts

Click on the Context to see a list of contexts and enter new ones. These should be any location or set of tools that you use accomplish tasks. Contexts include things like phone, computer, internet, office, home, grocery store, boss, etc.
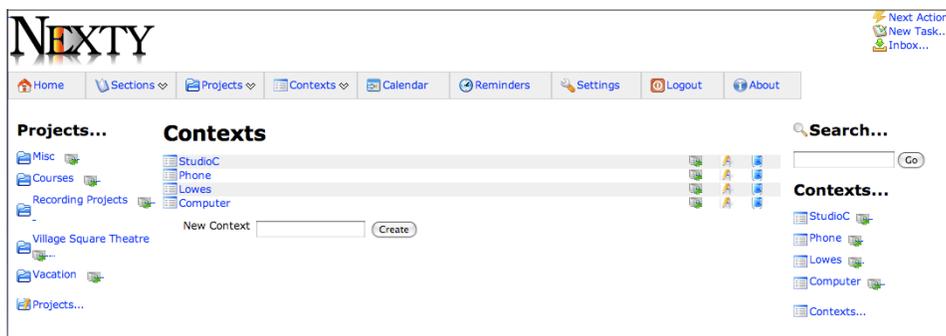
Entering tasks

Enter tasks by clicking new task. Here is where you enter the relevant information, including project, urgency, and the all important context.
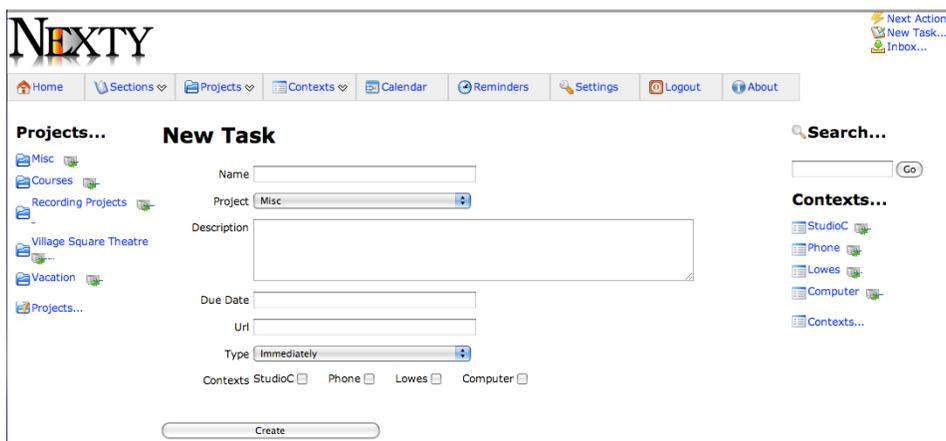
View tasks

Once you have some tasks entered, you can view them by project, urgency, or context. The latter is very convenient when you find yourself with a few minutes but you are not sure what to work on. *Nexty.org* and the GTD system allow you to quickly see the subset of tasks that you have the tools to accomplish right now.