

Conf - To-do list

To do

	A	B	C	D
1	To Do		<i>1/3 completed</i>	
2	?	Date	Task	
3	x	9/7	Type anything into column A to complete an item	
4		9/8	Change the styling of completed items under 'Format' > 'Conditional Formatting' (on the web)	
5		9/9	Sort items using the drop-down arrows next to the heading name (on the web)	
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