

To view the project inspector panel, click on the background of the current idea space then either (a) click the little briefcase icon in the inspector bar or (b) click the Inspector toolbar button to open the inspector shelf then look at the Project tab.

Calendar Sync

If you're running Curio Standard or Professional you can sync your Curio tasks with the Calendar and Reminders apps, allowing you to manage your tasks even on iOS devices.

Enable Sync

Enable the synchronization of project tasks with your Calendar and Reminders apps by clicking the on/off slider.

Choose the Calendar and Reminder List

In the Events popup choose a calendar to sync your event tasks to. By default, an event task is a figure in Curio that has a start date and, optionally, a due date. You need to create the calendar via Calendar app's New Calendar menu. You can create and use an iCloud-based calendar if you wish.

In the To Dos popup choose a reminder list to sync your to-do tasks to. By default, a to-do task is a figure in Curio that only has a due date or simply a checkboxed item with no dates at all. You need to create the calendar via Reminder app's New Reminder List menu. You can create and use an iCloud-based list if you wish.

As you noticed the Calendars and Reminders apps require type-specific calendars. This means one calendar for events and one for to-do's (aka reminders). You cannot use the same calendar for both types of data.

The event and to-do calendars you create must have different names. In other words they can't both be called "Curio". Instead perhaps "Curio" for your events and "Curio Tasks" for your reminders. You can either share a calendar list and reminder list between all your projects or create and use a separate list for each of your projects, it's up to you.

Alerts

For calendar event alerts, check the "Enable event alert before start date" checkbox and select when the alarm should go off.

For reminder task alerts, check the "Enable to-do alert before due date" checkbox and select when the alarm should go off.

Advanced Options

Click the actions button to see a popup menu appear with various options.

Reset Events and To Dos — this will remove then re-create all events and to-do items associated with the project in the selected calendar and reminder lists.

Remove Events and To Dos — this will remove all events and to-do items associated with the project in the selected calendar and reminder lists.

Figures with start dates map into — choosing Calendar Events or Reminders will determine what these types of figures will turn into. Calendar Events is the default.

Else figures with only due dates map into — choosing Calendar Events or Reminders will determine what these types of figures will turn into. Reminders is the default.

Sync unchecked figures with no start or due dates — this will create reminder tasks for checked items that have no start or due dates.

Prefix each synced item with project name — this will prefix the name of your project in front of the title of each synced item. Thus the task "Finish UI design" in the "Cool App" project will become "Cool App: Finish UI design" in Calendar/Reminders. This is a useful feature if you share a common calendar/reminder lists with all your Curio projects.

Additional Notes

If the Curio figure has a start and/or due date but is checked — that is, completed — then it is not synchronized to Calendar.

When syncing if an event begins and ends at 12:00 midnight then it is considered an all-day event, otherwise the specific times are used when creating the event.

All times are considered floating times, therefore they are time zone independent. This means that a task ending at 4:00 PM will end at that time regardless of where you were when you created the task or where you are currently.

When Does the Sync Occur?

Changes made within Curio will be synchronized only when the project is saved or autosaved.

However, when you first open a project, it will immediately synchronize to retrieve any changes made from within Calendar/Reminders. And while the project is open, if changes continue to be made in Calendar/Reminders, Curio will immediately reflect those changes within the project.