Tasks, Task View, Task Report

You can add a task to any page that you have permission to edit, assign tasks to yourself or other users, specify a date for each task, view the tasks assigned to you, and create a task report. For instructions, refer to the following Atlassian help page:

 $https://confluence.atlassian.com/conf613/add-assign-and-view-tasks-964960505.html \ \blacksquare{}$

You can also add a Task Report macro on an existing page. For instructions, refer to the following Atlassian help page:

 $https://confluence.atlassian.com/conf613/task-report-macro-964960931.html \, \stackrel{\bullet}{\square} \,$