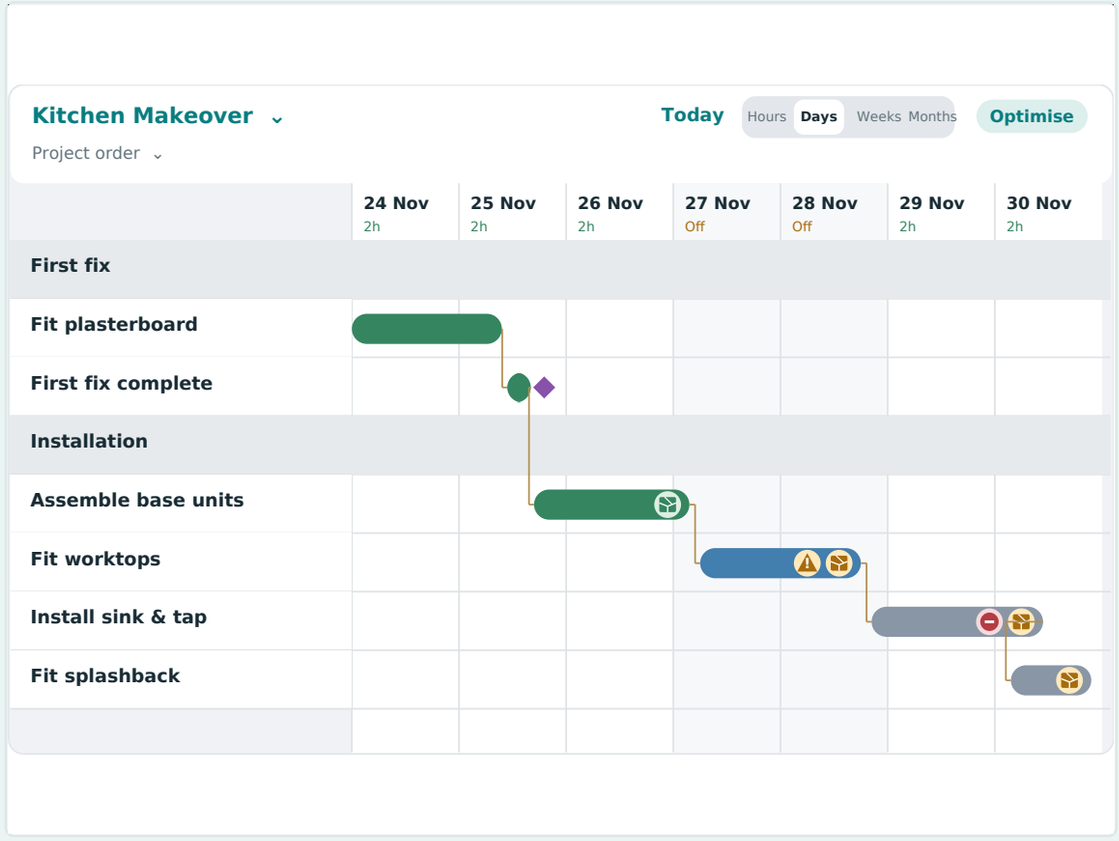
Plan It Yourself
DIY Planner

Your home.
Your project.
Your plan.

The illustrated guide to planning, scheduling and managing your home renovation.



Kitchen Makeover · iPad timeline

Plan

Create projects, tasks and stages.

Schedule

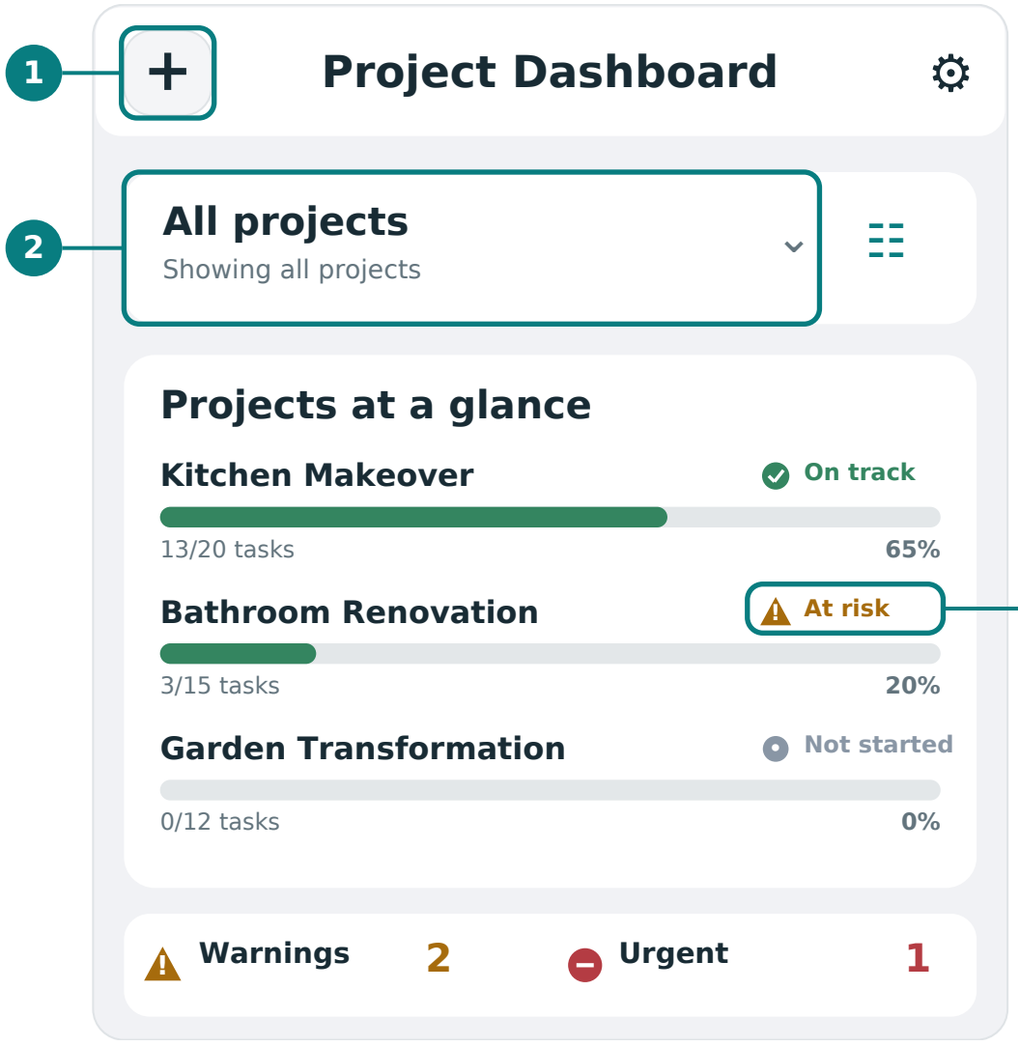
Connect work and manage availability.

Stay on track

Review progress, bookings and costs.

Start with the Dashboard

Try the sample projects first, then create a plan of your own when you are ready.



iPhone · Dashboard controls (illustrated)

1 Create a project

Tap + to create a project in the full version. On iPad, use the Projects screen.

2 Choose what you are viewing

Use the project selector to switch between All projects and one project.

3 Check project health

Tap At risk or another health label to see why a project needs attention. Open the affected task to act.

TOP TIP

Kitchen Makeover is partly completed; Bathroom Renovation and Garden Transformation show how linked projects work. Explore them before starting your own.

Exploring the demo

Tap a lock beside a name, notes or contact details to unlock editing.
Dates, costs, bookings and dependencies remain interactive.
Sample projects stay separate from your purchased plans.

Build your first plan

Follow these steps in order. Each screen has a dedicated section later in the guide.

1

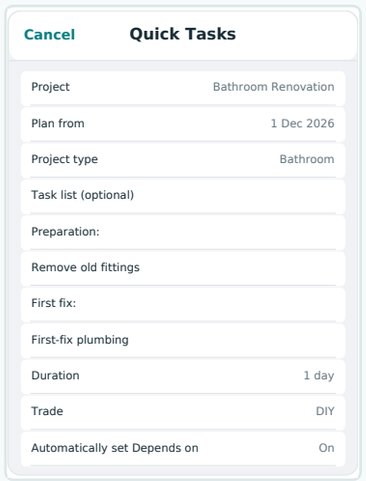


Set your working hours

Open Calendar and set your usual DIY availability. Add exceptions for holidays or days off.

Both · Calendar / p. 07

2

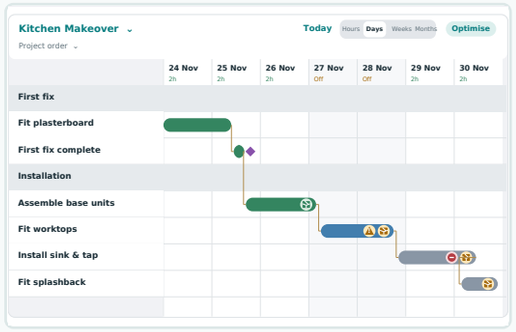


Add your tasks

Use Quick Tasks to paste a list, or add individual tasks. Set stages, durations and owners.

Both · Tasks / pp. 09–10

3

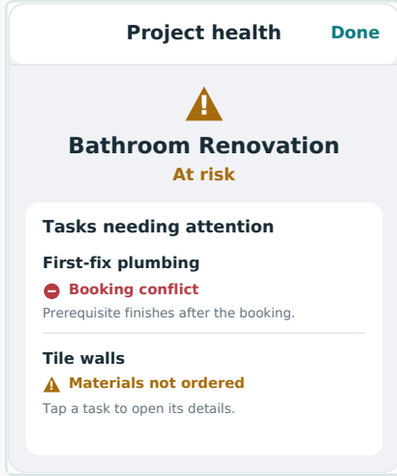


Connect and schedule

Set Depends on for work that must happen in sequence. Review the Timeline and move tasks if needed.

iPad · Timeline / pp. 11–12

4



Review and update

Check the Dashboard for warnings. Confirm trades, record materials and mark completed work.

Both · Progress / pp. 14–16

TOP TIP

Start with realistic durations and working hours. The app can calculate a schedule, but it cannot confirm an appointment with a contractor for you.

Plan It Yourself
DIY Planner

Find what you need

Use this guide as a reference as your project develops.

05 Using iPhone and iPad

06 Create and manage projects

07 Set your DIY working calendar

08 Set up trades and contractors

09 Create and edit tasks

10 Build a plan with Quick Tasks

11 Connect tasks and projects

12 Use the interactive timeline

13 Optimise and resolve conflicts

14 Track progress and pause work

15 Manage bookings, materials and costs

16 Read Dashboard and project health

17 Search, settings and undo/redo

18 Back up, restore and synchronise

19 A complete example workflow

20–21 Create and share PDF reports

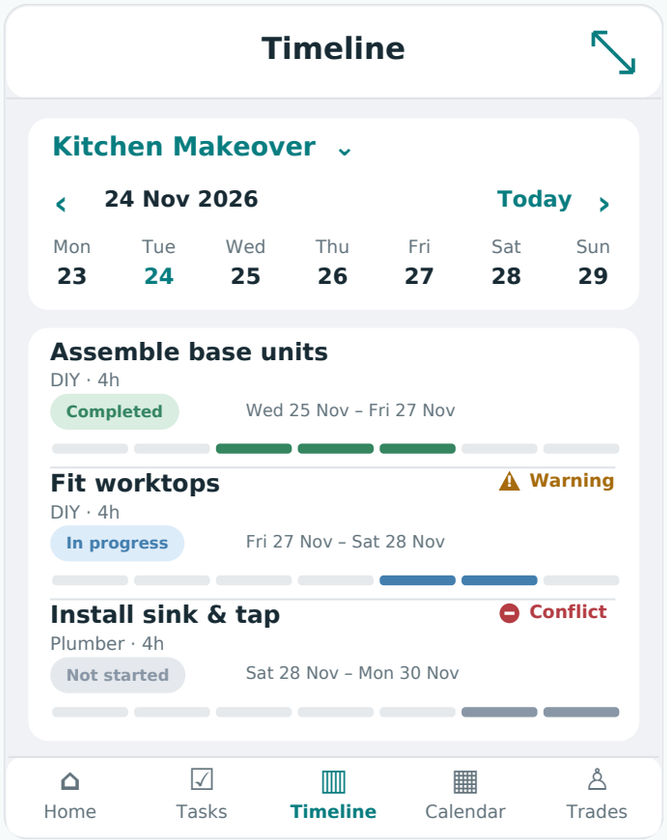
22 Export project data to CSV

About the illustrations: iPhone and iPad labels identify the layout shown. Shared screens illustrate controls available on both devices. Examples are recreated from the app interface and use sample data; appearance may vary with device and app version.

Using PlanItYourself on iPhone and iPad

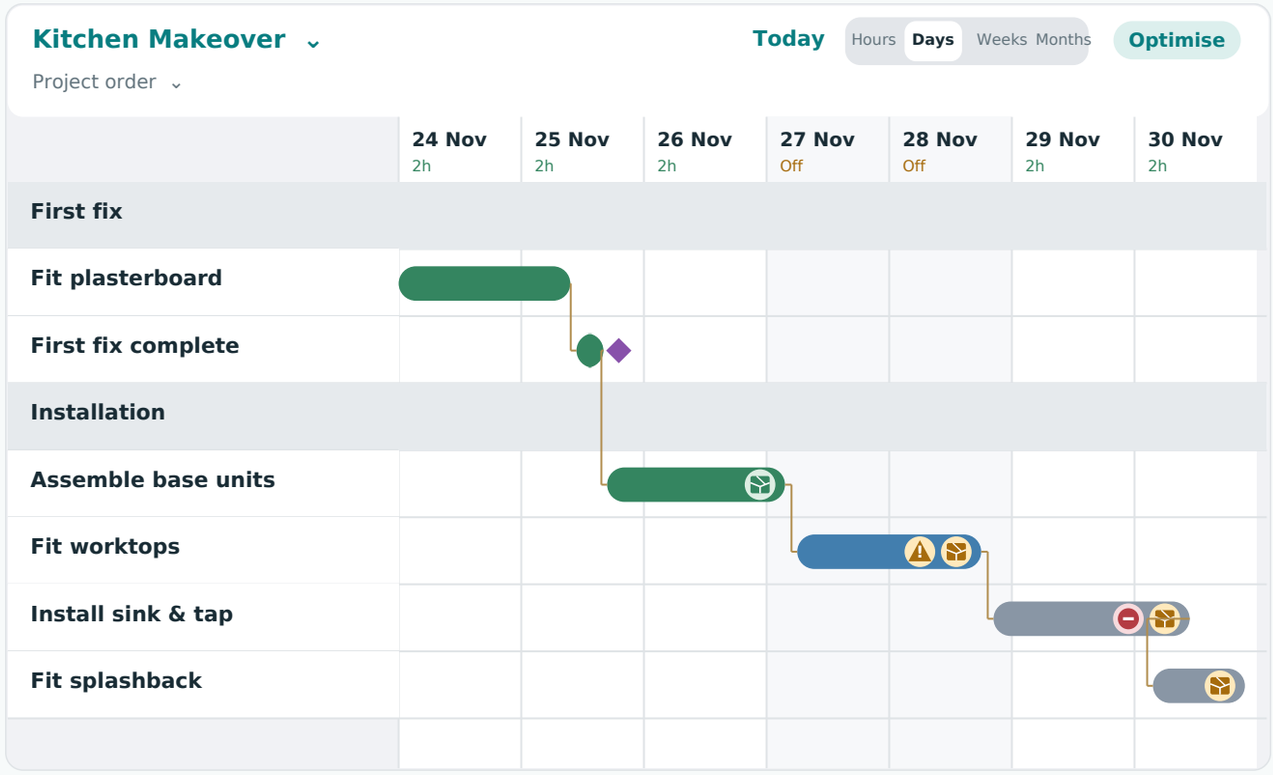
One app, the same planning tools, with layouts designed for each screen size.

iPhone



Weekly Timeline · tap a task to edit it

iPad



Full Gantt chart · navigate, inspect and reschedule

Home is your Dashboard. Use + to add a project, or the project management control to edit it. In Timeline, tap the expand icon (top right) for the full Gantt chart.

Dashboard and Projects have separate tabs. Open Timeline to work directly in the Gantt chart. Tasks, Calendar and Trades are available on both devices. When expanded, the iPhone Gantt uses the same wider planning layout.

Create and manage projects

Projects contain related work; stages organise tasks without creating scheduling dependencies.

Create a project

1. On iPad, open Projects and tap +. On iPhone, tap + on the Dashboard. Creating personal projects requires the full version.

2. Enter a name, project type and icon. Add a description and optional budget. Choose Add tasks after creating project to start task entry.

3. Save, then select the project in Tasks or Timeline.

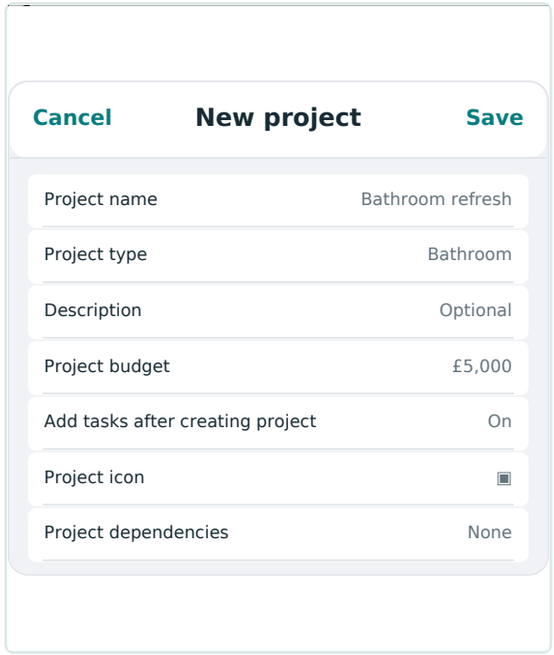
Organise work into stages

Open Edit project using the project card menu on iPad or the sliders control on iPhone. Add or edit stages and their order. Deleting a stage leaves tasks ungrouped.

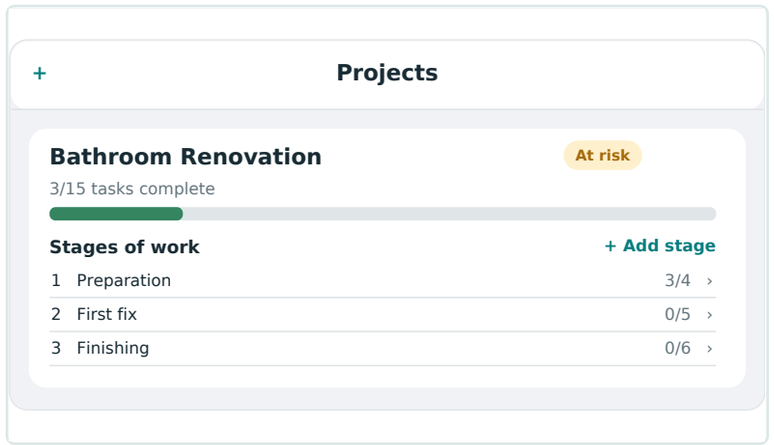
Deleting a project removes its tasks and stages. Review links to other projects before confirming.

TOP TIP

Use separate projects for Kitchen, Bathroom and Garden, and link only those that genuinely depend on one another.



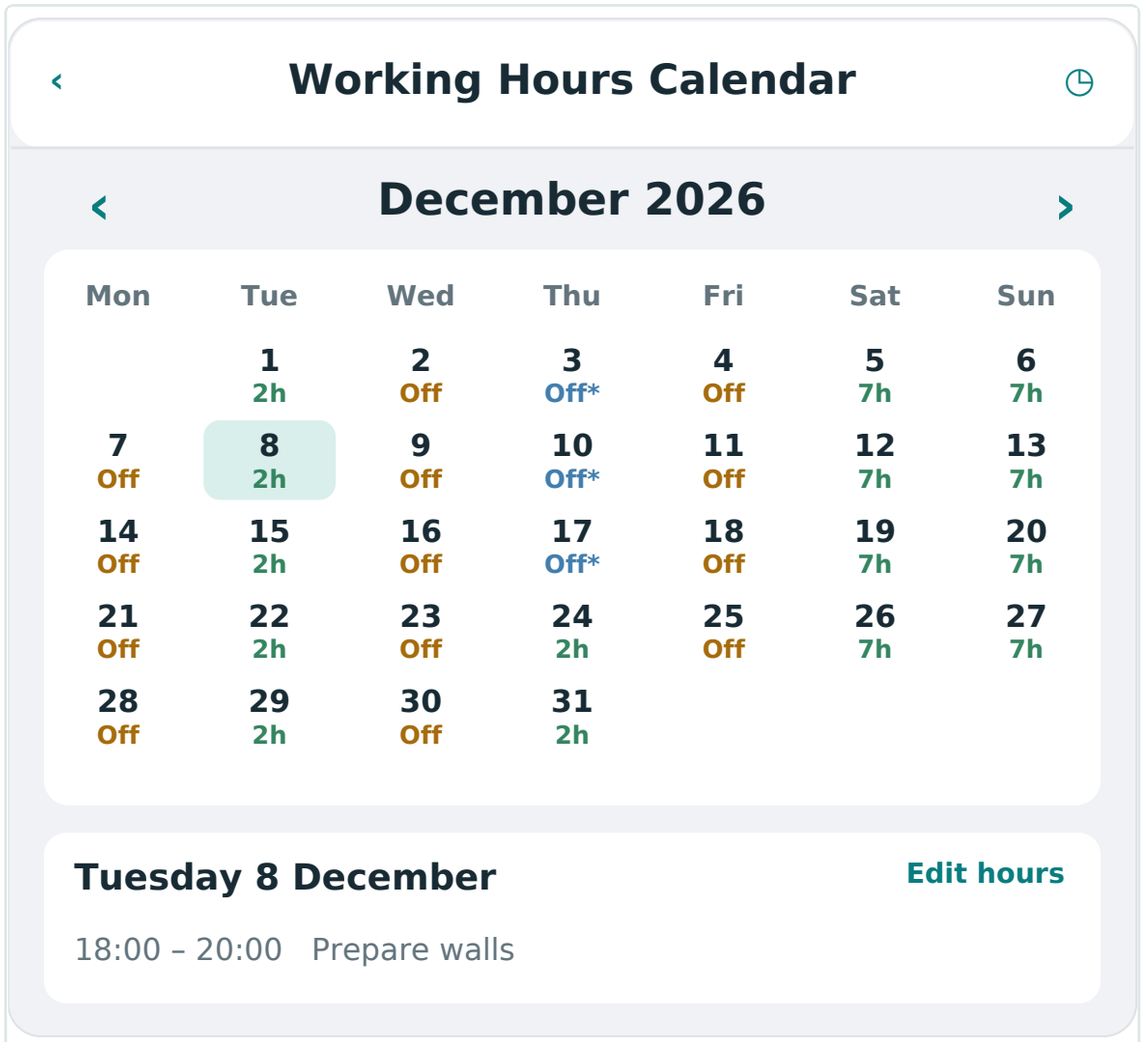
Both · New project editor



iPad · Project card with stages

Set your DIY working calendar

Your calendar determines when work assigned to you can be scheduled. Trade calendars are separate.



Both · Calendar: monthly availability and selected day

Set your usual availability

Open Calendar and tap the clock control for Your weekly working hours. Select a weekday, add one or more working periods, or choose Day Off. Save.

For a one-off exception, select a date and tap Edit hours. Restore normal weekly hours removes an override. Review any scheduling prompt.

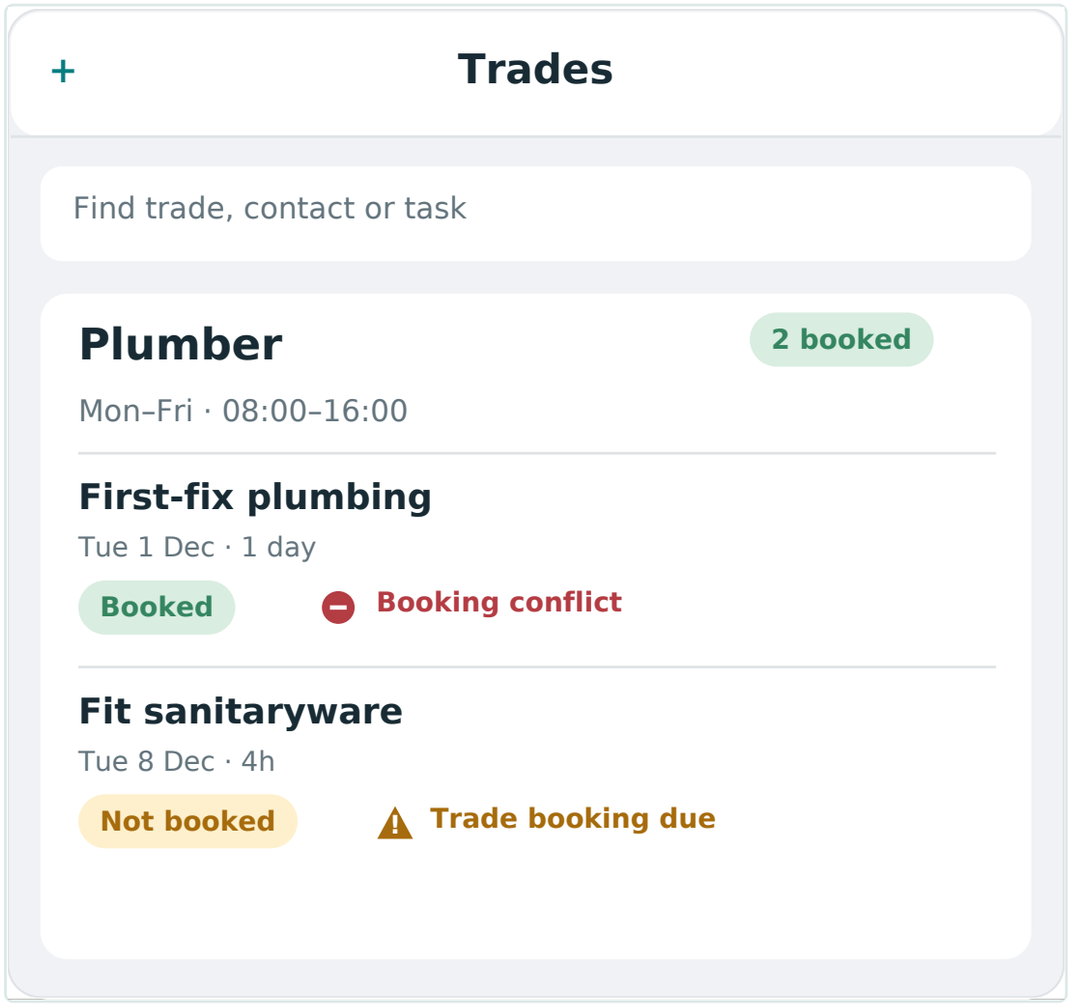
Read the calendar

2h / 7h	Available DIY hours for that day.
Off	No DIY availability or planned trade work.
Off*	DIY day off, but trade work is planned.

Task-specific extra hours are reserved for that task. Select any date to see planned work below the calendar.

Set up trades and contractors

Give each contractor their own availability, contact information and appearance.



iPhone-style · Trade bookings and alerts

Create or edit a trade

Open Trades and tap +. Enter a name and optional contact details. Tap the trade to set its icon, colour, notes and usual working schedule.

Set Standard working day, Usual start time and Normal working days. Save.

Assign work and manage bookings

In the task editor, choose Trade / owner. Unassigned means DIY. Tap a booking in Trades to open the task and review its dates or confirmation.

For an agreed visit outside normal hours, mark Trade booked and enable One-off appointment. For multi-day work, leave it off and use weekend options if appropriate.

TOP TIP

The app records bookings; it does not contact contractors or check their availability across unrelated projects.

Warning
Review the trade booking or other readiness issue.

Conflict / urgent
Open the booking and check the affected dates.

Create and edit tasks

Each task has a name, status, duration, owner and scheduling rules.

Add a task

Open Tasks, choose the project and tap +. Tap an existing task to edit it. Choose its stage, enter a name, add dependencies and set a status.

Set the estimated work in working days, hours or minutes. Assign a trade or leave it as DIY. Add materials, actual costs and notes as needed.

Choose the scheduling method

Working calendar: finds suitable working time. **Selected dates:** retains your dates and flags insufficient hours or overlaps.

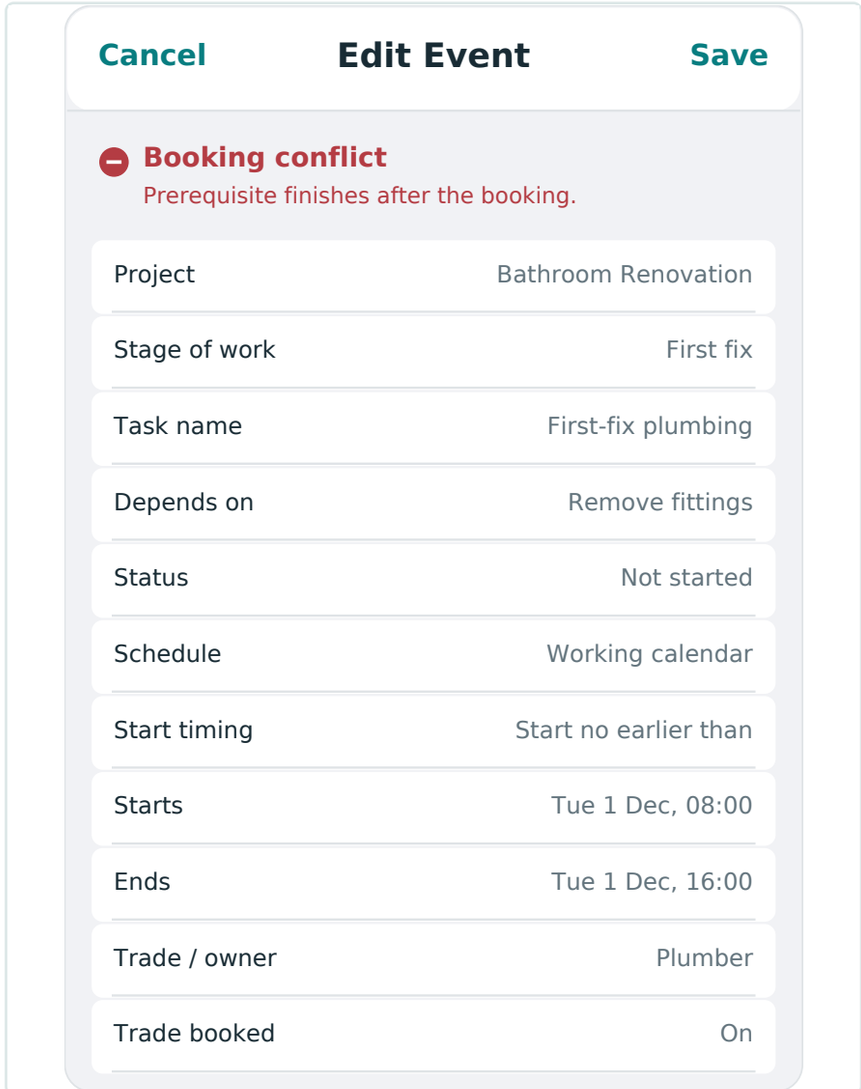
As soon as possible uses the earliest permitted time; Start no earlier than sets a lower bound. Use Avoid overlapping DIY tasks when work cannot happen together.

Urgent / conflict

Red messages include booking conflicts and overdue work. Open the task and review the explanation.

Warning

Amber messages flag readiness, working-hour or overlap issues. Resolve them before the work starts.



Both · Task editor: details and schedule

Build a plan with Quick Tasks

Turn a written list into a structured plan, or build tasks directly in the grid.

Paste or enter a list

Open Tasks → Quick Tasks, or choose Add tasks after creating a project. Select the project, Plan from and project type.

Paste one task per line. Use stage headings ending in a colon. For manual entry, leave the list blank and open the grid.

Choose duration, owner, DIY overlap and whether to automatically set Depends on. Automatic links connect consecutive tasks within each stage.

Review before creating

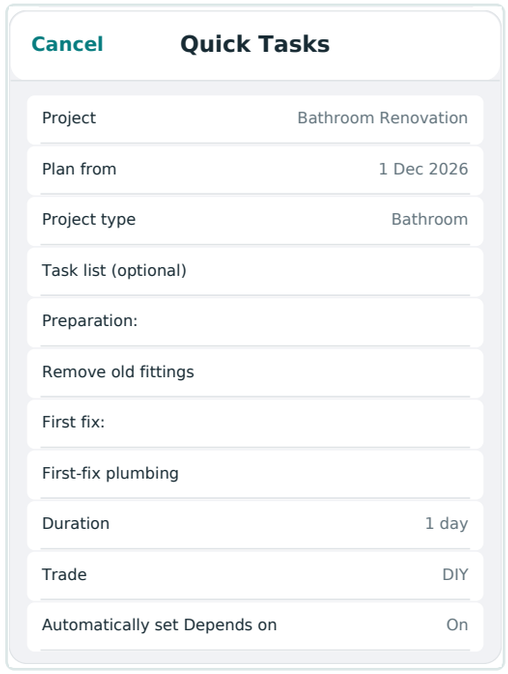
In the preview grid, edit task names, stage, duration, owner, dependency, overlap and earliest start. Drag the reorder handle to rearrange rows.

Tap Create tasks when ready. Check the result in Tasks and Timeline.

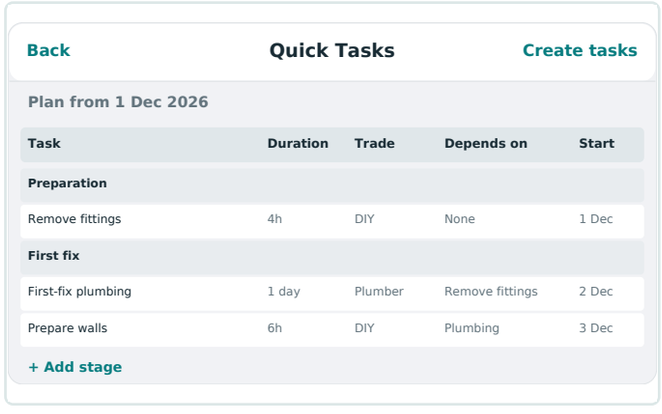
TOP TIP

Review cross-stage dependencies yourself; stage order alone does not create links.

Quick Tasks is available after unlocking the full version.



Both · Quick Tasks input



iPad-style · Quick Tasks planning grid

Connect tasks and projects

Use dependencies only where one piece of work must finish before another can start.

Task dependencies

Open the later task, select one or more prerequisites under Depends on, then save. The latest prerequisite finish determines its earliest possible start.

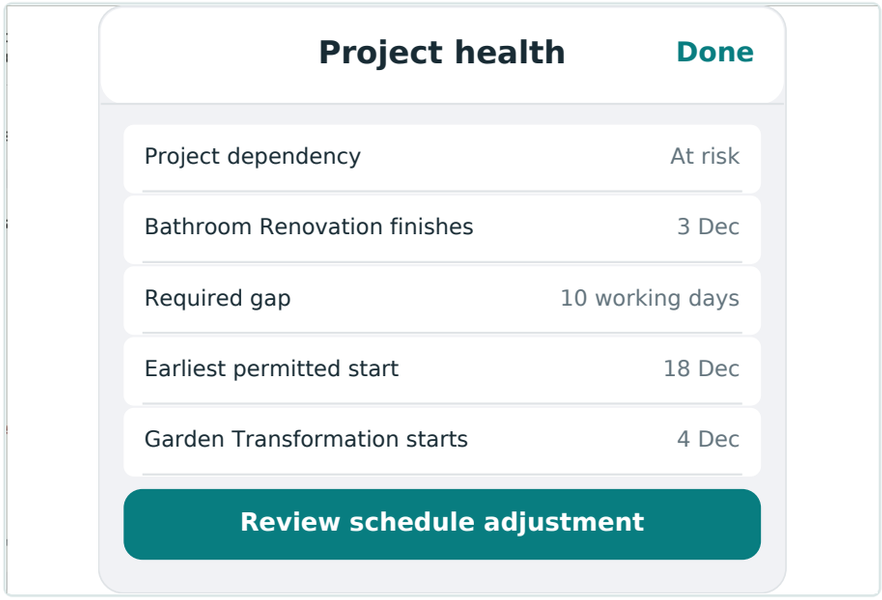
Check Follow-on tasks before moving or deleting a task. For example, fitting a shower tray may depend on completing first-fix plumbing.

Project dependencies and buffers

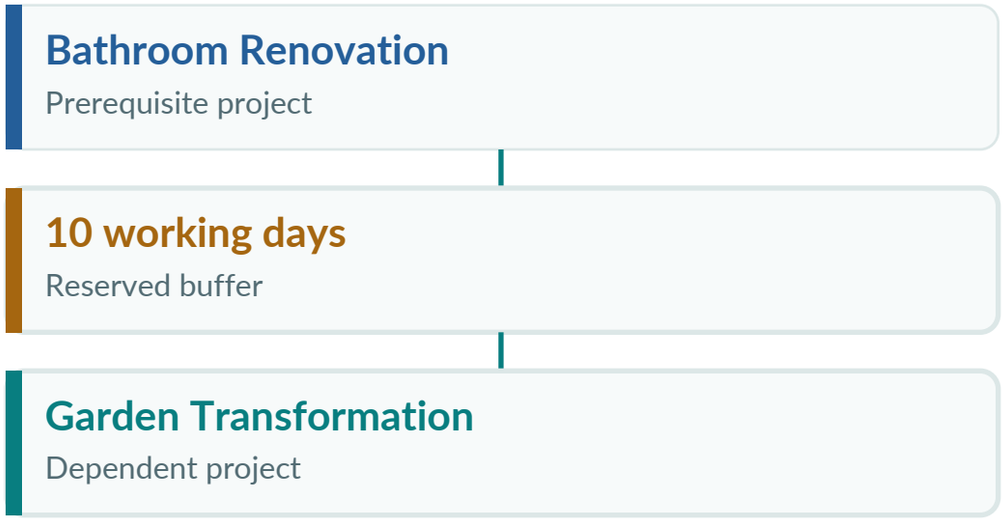
In Edit project, choose prerequisite projects and set a Project buffer in working days. When a predecessor overruns, review the dependent project warning; unrelated projects are not silently moved.

Project dependency warning

A dependent project is starting too early or its buffer is no longer satisfied. Review the schedule adjustment.

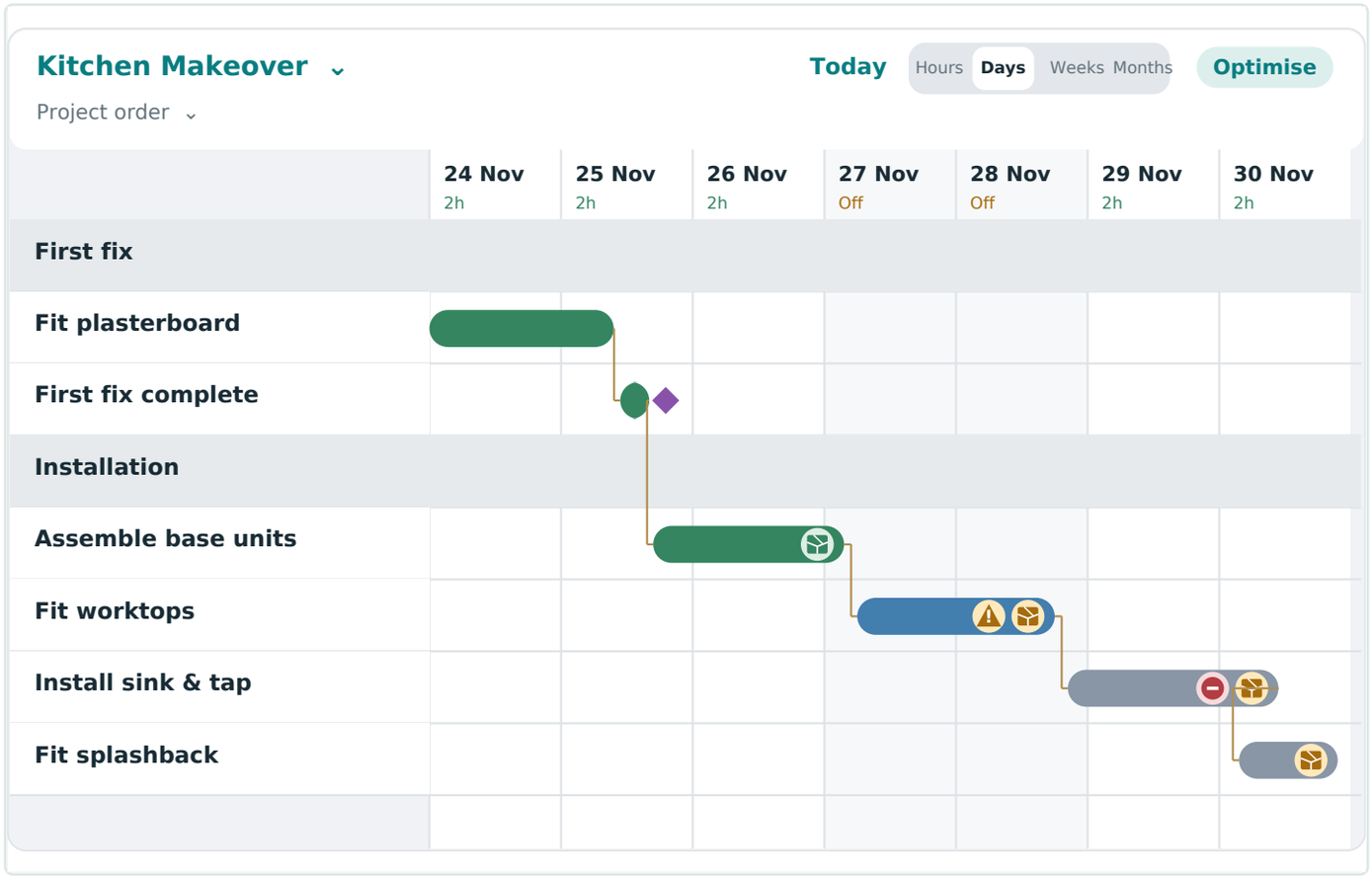


Both · Project dependency warning and reserved gap



Use the interactive timeline

The Gantt chart displays work across time, including dependencies, milestones and readiness indicators.



iPad / expanded iPhone · Gantt bars and dependencies

Materials
Amber: not ordered

Warning
Open task details

Conflict / urgent
Review the cause

Milestone
Key event or achievement

Navigate and inspect

Select Hours, Days, Weeks or Months. Scroll in either direction; tap Today to return to the current date. Use Sort tasks and Show completed.

On iPhone, tap the expand icon to open the Gantt. Tap a task bar to inspect or edit it.

Move work

Press and hold a bar, then drag it. Review the proposed move. Choose a scheduling option if prompted; dependencies and bookings can restrict the move.

TOP TIP

Review follow-on tasks after changing dates.

Read the bars

Bar colours reflect actual work status. Trade icons use green for booked and amber for unbooked; material colours show readiness.

Optimise and resolve conflicts

Optimisation proposes schedule changes; it does not automatically move every confirmed booking.

Optimise your plan

Open the Gantt, select a single project and tap Optimise. Review proposed changes, tasks moved earlier or later, conflicts and remaining warnings.

Confirmed bookings and completed work are protected. Work already in progress is not simply reset. Tap Apply only after reviewing the proposed dates.

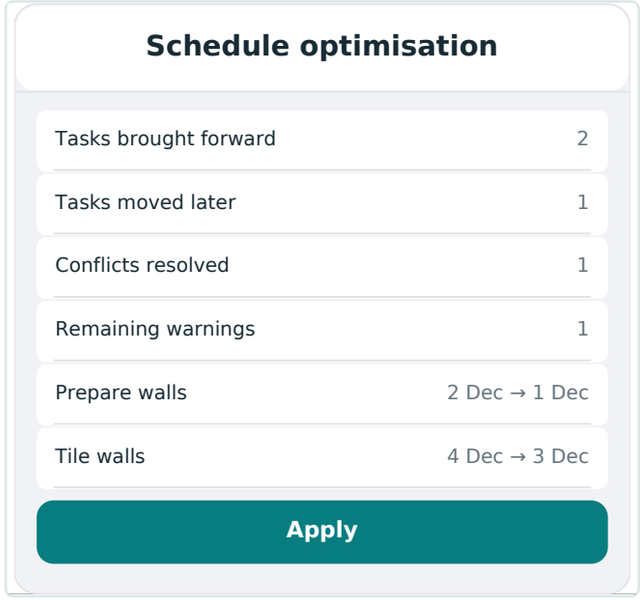
Restore a project buffer

Open a project dependency warning and choose Review schedule adjustment or Restore Buffer where offered. Check the changed tasks before applying.

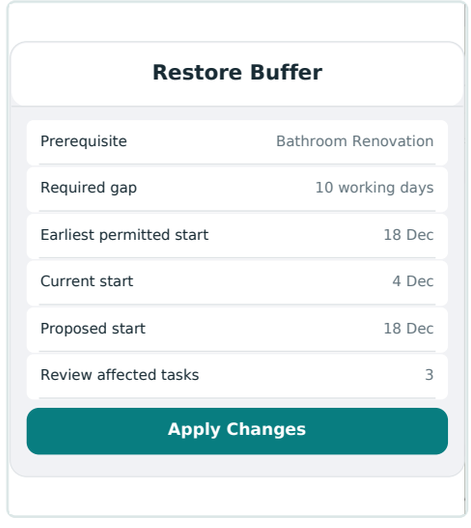
If an earlier valid project start is available, review the opportunity or dismiss it to retain the plan.

TOP TIP

A booking warning does not change an actual appointment. Speak to the contractor before agreeing a new date.



Both · Optimisation preview (from Gantt)



Both · Restore Buffer: proposed changes

Track progress and pause work

Actual progress and schedule health are different: a date passing does not complete a task.

Not started	Work has not started.
In progress	Work has begun.
Paused	DIY work has an active interruption.
Completed	Work has actually finished.

Update actual progress

Open a task from Tasks, Timeline or Dashboard. Change Status and correct actual Starts or Ends where offered. Save.

Behind schedule

An unstarted task has missed its start, or in-progress work has missed its finish. Check the plan; actual status is unchanged.

Pause and resume DIY work

1. **Open an in-progress task**
   Choose Pause task from Status.
2. **Record the interruption**
   Set Work stopped and Resume no earlier than.
3. **Enter remaining work**
   Use only the hours still required, not the original duration.
4. **Apply and save**
   Review the finish and dependent work. Edit pause or remove it if needed.

Manage bookings, materials and costs

Keep the information on each task current; Dashboard and Trades summarise it for you.

Trade bookings

Assign a trade and check its dates. Once the contractor confirms, turn on Trade booked and save. If a booking changes, agree the new dates before confirming Update booking.

Book trade

The task is approaching its start date without a confirmed booking.

Booking conflict

A prerequisite or other restriction makes the confirmed appointment incompatible with the plan.

Materials

Switch on Materials required. Mark Ordered after ordering and Delivered when supplies arrive. Dashboard shows material readiness for tasks.

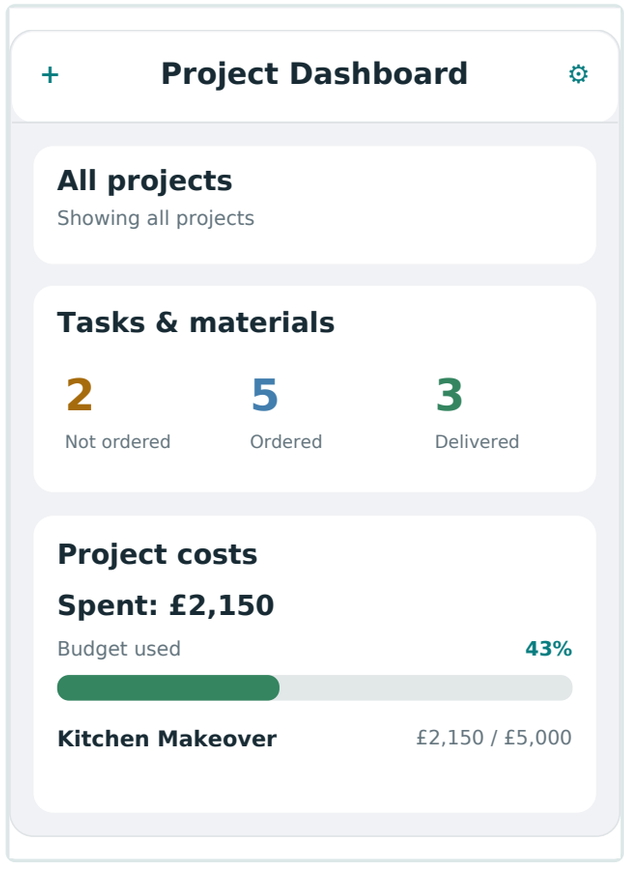
Order materials / Delivery needed

The task is approaching its start and supplies are not ready.

Material readiness on the timeline

Not ordered Ordered Delivered

Ordered but not delivered means supplies are still awaited. Colours can be customised in Settings.



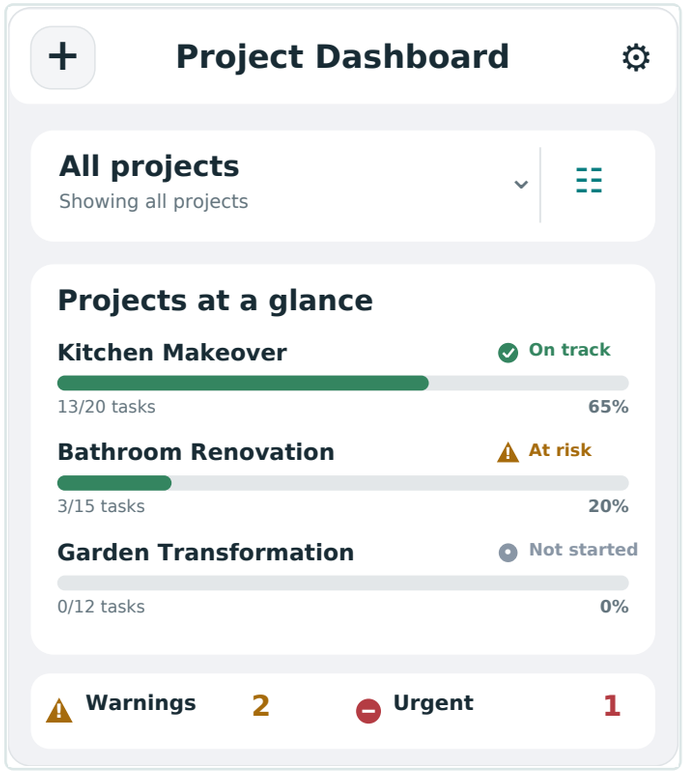
iPhone-style · Dashboard costs and project progress

Record actual spending

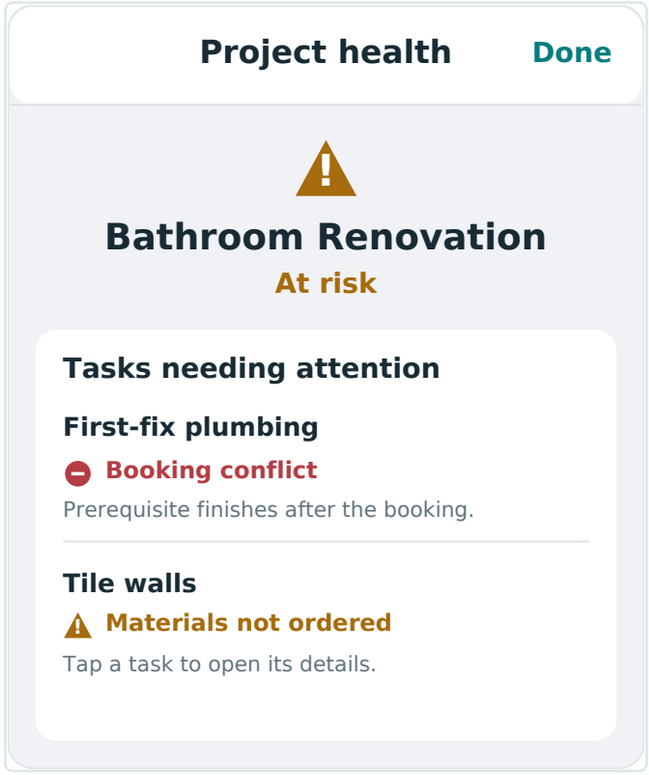
Set the project budget in Edit project. Enter the actual task cost as payments are made; use the cumulative amount rather than counting the same payment twice. The app totals recorded spending, not future estimates.

Read the Dashboard and project health

Use health labels and warning counts to prioritise the work that needs attention.



iPhone-style · Project overview



Both · Health detail opened from At risk

Projects at a glance: progress, task counts and projected finish. **Project costs:** spend against budget. **Milestones, materials and trade bookings:** tap counts to see the underlying tasks.

TOP TIP

Tap Warnings or Urgent to see affected tasks. Tap a task to edit it. One overdue task can make a project At risk without the whole project being Behind schedule.

Completed
All project tasks are complete.

Not started
No work started and no identified outstanding risk.

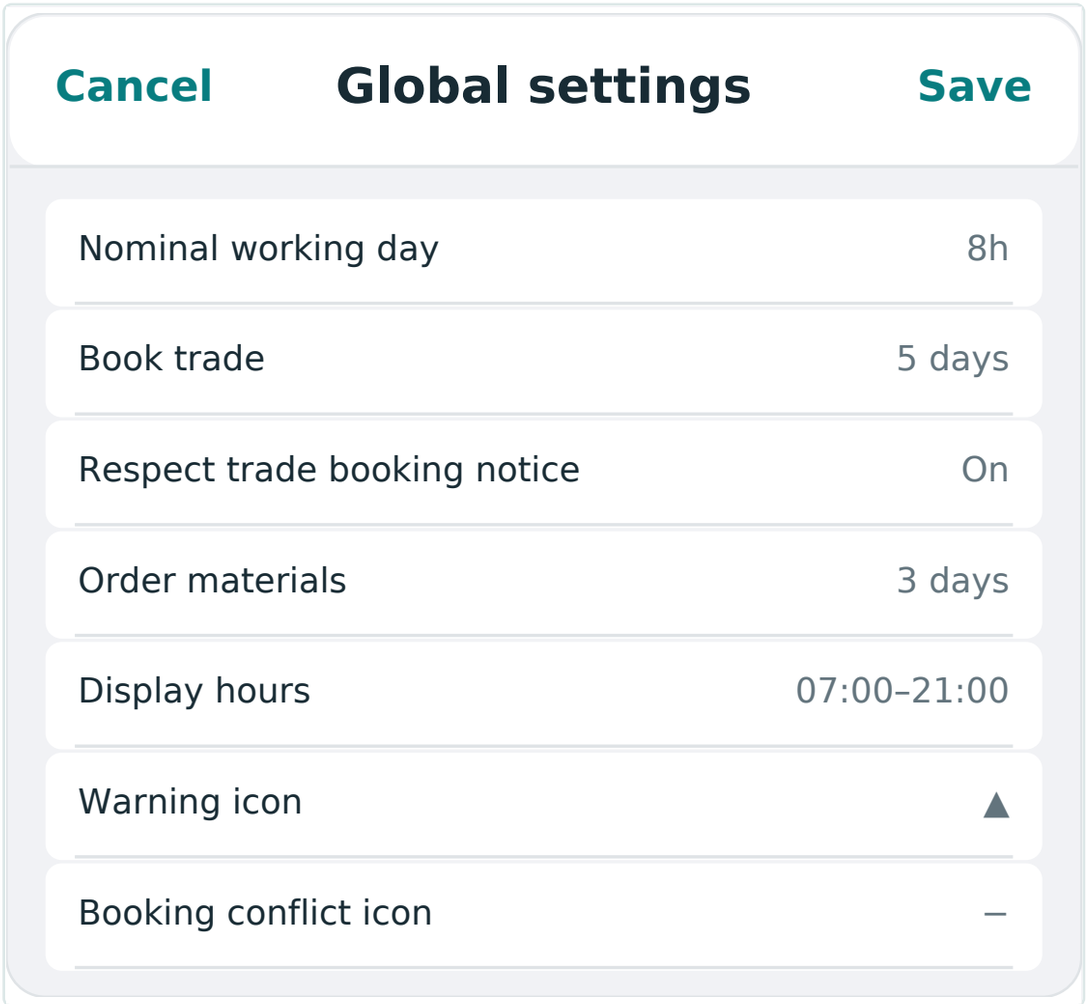
On track
Work is under way without identified issues.

At risk
A task or project dependency needs attention.

Behind schedule
Projected finish has passed with work outstanding.

Search, settings and undo/redo

Customise how the app displays and schedules work.



Both · Settings and warning lead times

Find and organise work

Use Search to locate tasks, notes, projects or trades. Sort Tasks by stage order, start, name, cost, status or duration; use Show completed to filter.

Where offered, use the microphone control to dictate or paste text into a field. Review and insert it before saving.

Global settings

Open the Dashboard cog. Change the nominal working day, warning lead times, display hours and row or column sizes. Nominal working day converts durations; actual available time is still set in Calendar.

Material, booking and warning colours or icons can be customised. Save to apply. Use Help and user guide for in-app guidance.

Undo and redo

The curved arrows reverse or reapply recent edits. A grey arrow means nothing is available in that direction.

TOP TIP

Export a backup before destructive changes. Undo is not a substitute for a backup.

Back up, restore and synchronise

Manual backup export and restore require the full version. Automatic saving remains available in demo mode.

Export and restore

Open Global settings → Full backup & restore → Export full backup → Current plan. Save the JSON file to Files or iCloud Drive.

To restore, choose Restore from backup, select the file and read the confirmation. Restore replaces the entire active plan, not just one project. Export your current plan first.

A backup includes tasks, projects, dependencies, costs, trades, working hours and settings. It may contain private contact details.

iCloud synchronisation

Use the same Apple Account on both devices. Check the status and last sync activity in Global settings. If available, use Check iCloud / retry save.

If sync pauses, export earlier versions under Export full backup → Previous recovery copies. Choose which plan to keep; the versions are not merged.

Demo and full version

Sample plans save locally on this device. iCloud synchronisation, manual backup and restore require a verified full-version purchase. Use Restore Purchases in the unlock screen if you already own it.

Protect your plan

1. **Save locally**
   Your plan is stored on this device.
2. **Export a backup**
   Save a separate JSON copy in Files or iCloud Drive.
3. **Restore if necessary**
   Check the file and confirm replacement only when intended.
4. **Review the result**
   Check the projects, tasks, calendars and bookings after restoration.

A complete example workflow

A small bathroom refresh illustrates how tasks, dependencies, materials and progress fit together.

Task	Owner / work	Depends on
1. Protect room	DIY · 2h	—
2. Remove fittings	DIY · 4h	1
3. First-fix plumbing	Plumber · 1 day	2
4. Prepare walls	DIY · 6h	3
5. Tile walls	Tiler · 2 days	4
6. Fit sanitaryware	Plumber · 4h	5
7. Final clean & checks	DIY · 2h	6

Working durations are illustrative, not a construction specification. Mark the final task as a milestone.

1 Set up

Create Bathroom refresh, set a budget, create stages and set your DIY calendar.

2 Enter and connect tasks

Use Quick Tasks or individual task editors. Add dependencies as shown.

3 Review readiness

Check the Gantt, agree trade bookings and record material orders and actual costs.

4 Adapt as work progresses

Update statuses, pause DIY work if needed, review Optimise and resolve warnings.

TOP TIP

Try the same workflow in the sample projects before starting a real renovation. Export a backup when your plan is ready.

Create and share PDF reports

Generate a printable project pack or a focused report for a contractor, partner or client.

1 Open Reports

On iPhone, tap Reports on the Dashboard. On iPad, tap the document icon on the Dashboard. The Timeline document icon opens Create report with Gantt chart already selected.

2 Choose projects and sections

Select a single project or All projects. Switch on the sections you need, or tap Select all reports. Each project is kept separate in the combined PDF.

3 Set the level of detail

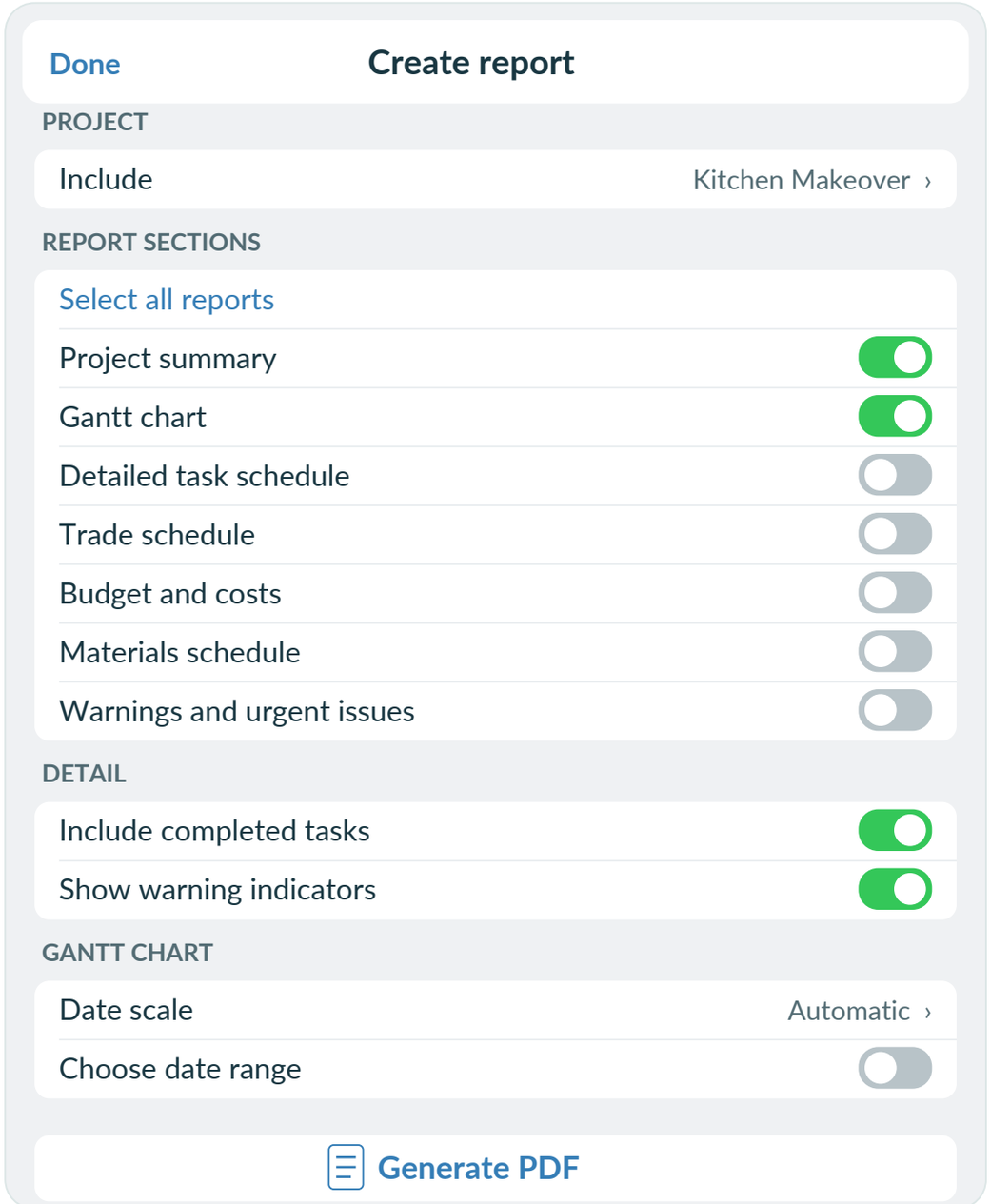
Choose whether to include completed tasks and show warning indicators. For the Gantt, select Automatic, Days, Weeks or Months and an optional date range.

4 Generate, preview and share

Tap Generate PDF. Scroll and pinch to zoom in Report preview. Use the share icon to send or save the PDF, or the printer icon to print it. Tap Done to return.

TOP TIP

Try a report for Kitchen Makeover in demo mode. Reports are snapshots; generating one never changes your plan.



Both devices · Create report (illustrated; scroll for more options)

Choose the right report

Combine sections into one PDF, or export only the information needed by the recipient.

Project summary
Health, progress, forecast finish, budget, next tasks and milestones.

Gantt chart
Scheduled dates, status colours, milestones and task dependencies.

Detailed task schedule
Start and finish times, effort, owner, status and predecessor references.

Trade schedule
Scheduled contractor work and booking confirmations. Filter by trade.

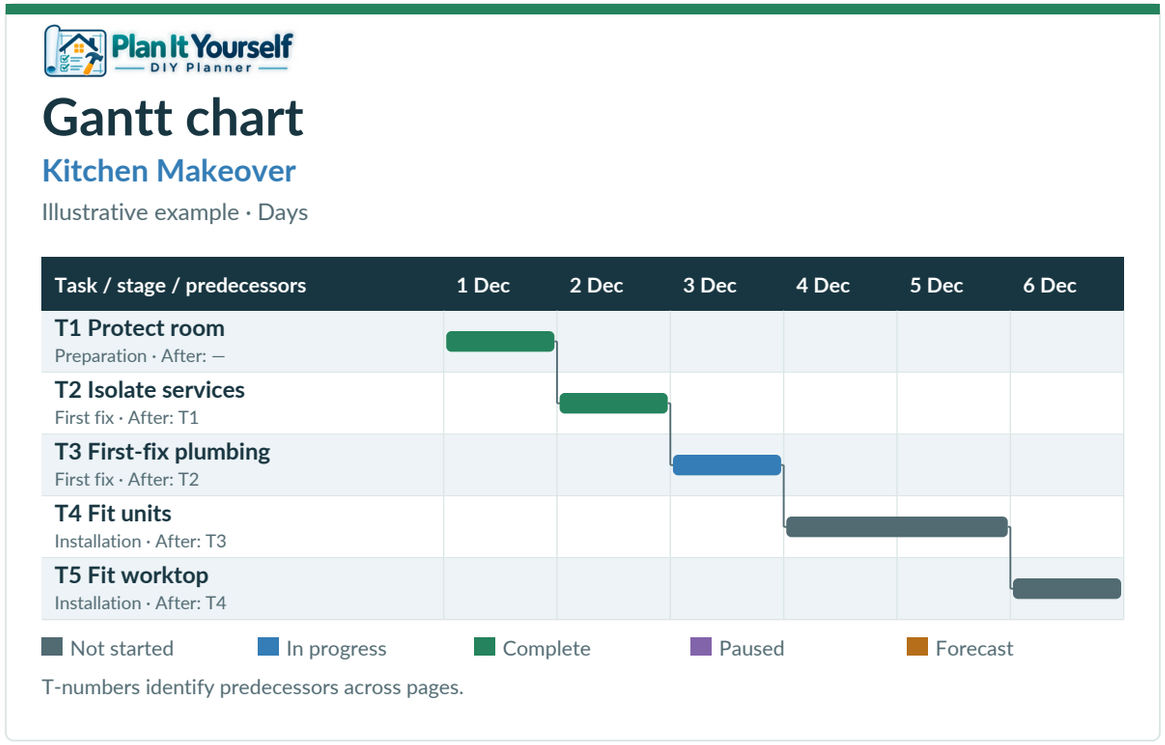
Budget and costs
Recorded spending versus budget; costs by stage in project order and by task.

Materials schedule
Readiness by task, required-for-start dates and recorded order / delivery dates.

Warnings and urgent issues
Review the problems affecting the project and tasks.

TOP TIP

Share a filtered Trade schedule for just one contractor, rather than sending the full project budget or contact list.



Both devices · Landscape A4 Gantt report (illustrated excerpt)

Gantt dates and dependencies

A custom date range applies only to the Gantt. Long plans span several pages. Read the T-numbers for dependencies on other pages. Bars represent elapsed scheduled spans, not individual working hours.

Privacy and financial totals

Contact details are off by default. Private contractor notes are never exported. Summary and budget always include the whole project, even when completed tasks are hidden elsewhere.

Plan It Yourself
DIY Planner

Export project data to CSV

Save a spreadsheet-friendly copy of your tasks, trade bookings or recorded costs.

1 Open Reports

On iPhone, tap Reports on the Dashboard. On iPad, tap the document icon on the Dashboard or Timeline. Scroll to Spreadsheet export and select CSV export.

2 Choose the project and data

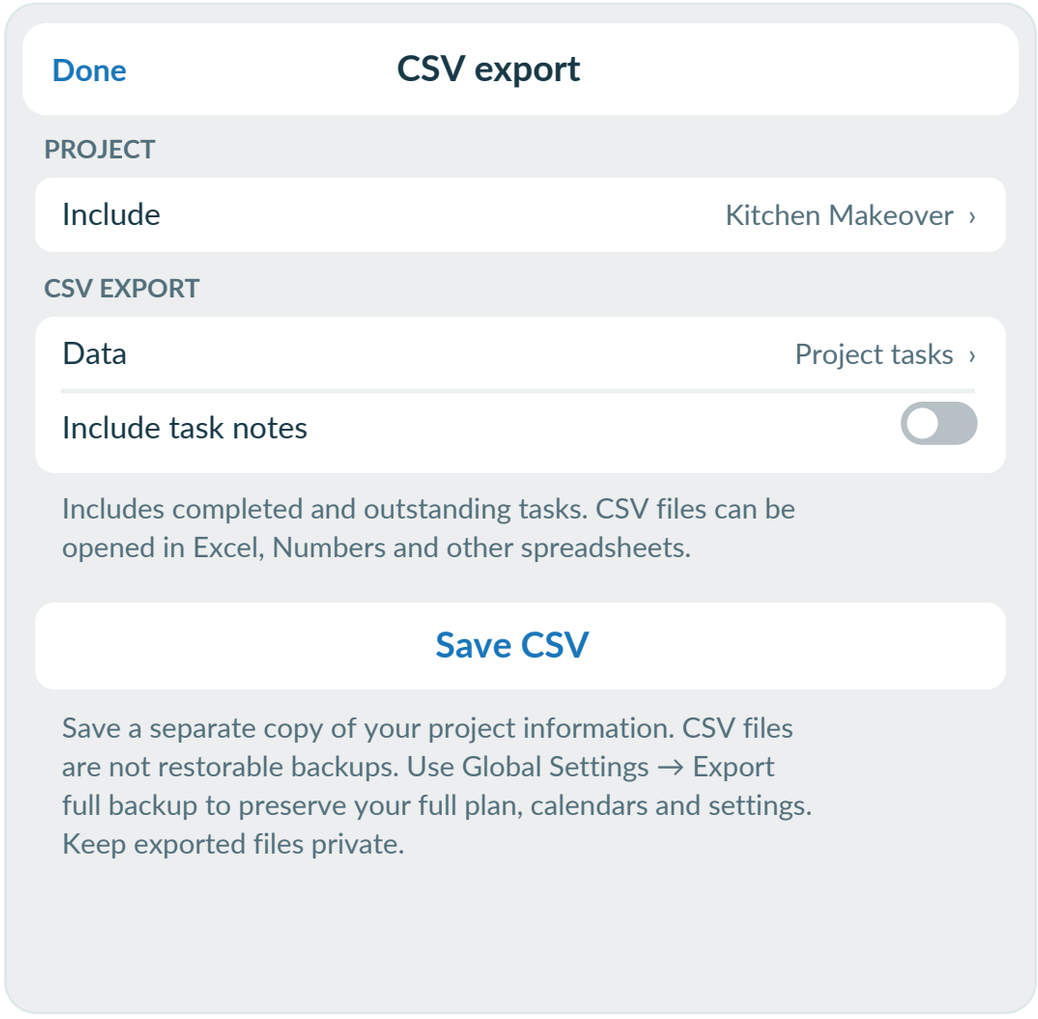
Select a single project or All projects. Choose Project tasks, Trade schedule or Project costs. Completed and outstanding tasks are included. CSV export requires the full version.

3 Choose what to share

Task notes and contractor contact details are optional and off by default. Keep files containing private information safe. Trade schedule includes external trades only.

4 Save an independent copy

Tap Save CSV and choose a location in Files. Open the file in Excel, Numbers or another spreadsheet app, or share it from Files. Exporting does not change your project.



Both devices · CSV export (illustrated)

TOP TIP / BACKUPS

CSV and PDF files are readable records, not restorable backups. Use Global Settings → Export full backup to preserve your plan, calendars and settings. Keep a copy separate from the app.

Three spreadsheet extracts

Project tasks – dates, dependencies, costs and materials.
Trade schedule – bookings, status and optional contacts.
Project costs – recorded actual costs by task and stage.