

How to Create a Task

Turn a preparedness idea into a clear action with a due date.

Home › select a Community Area › Create new Task

Create an action

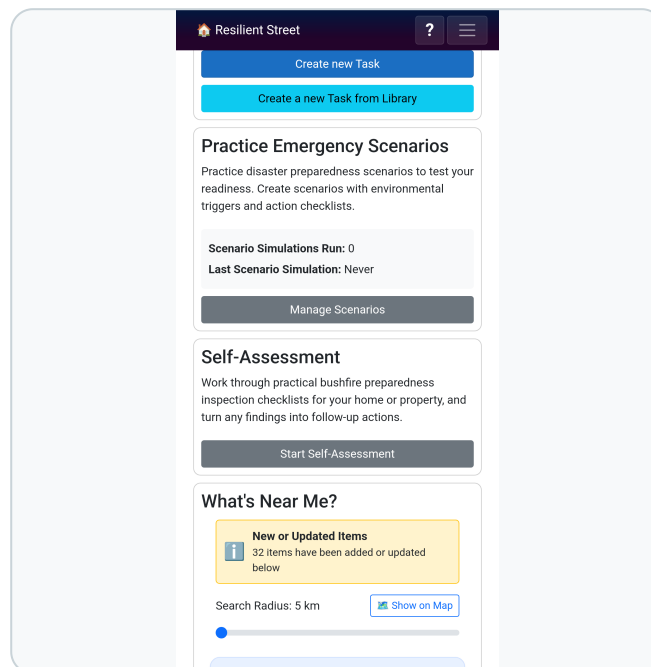
1. Open the Community Area where the work is needed.
2. Under **Stay Prepared Actions**, tap **Create new Task**.
3. Enter a short task name and a practical description.
4. Choose a due date. Add a resource, photo or recurring schedule if useful.
5. Tap **Save Task**. The action appears in the Community Area and on Home when it is coming due.

Example

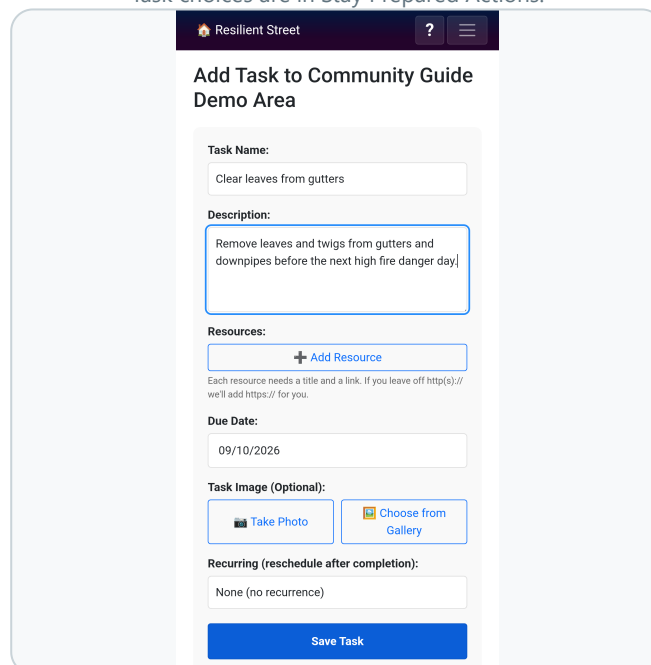
Name: Clear leaves from gutters

Description: Remove leaves and twigs from gutters and downpipes before the next high fire danger day.

Due: within the next two weeks



Task choices are in Stay Prepared Actions.



Use a specific name, description and due date.

Use the Library or Self-Assessment

Need inspiration? Use Task Library

1. Open your Community Area.
2. Tap **Create a new Task from Library**.
3. Expand a category such as Garden, Fire Safety or Emergency Preparation.
4. Tap **Add Task**. The library supplies the description, due date and recurring schedule.

The screenshot shows the 'Resilient Street' app header with a home icon, the text 'Resilient Street', a question mark icon, and a menu icon. Below the header is the 'Tasks Library' section with the text 'Please browse our sample tasks, you can add as many as you like to the selected community: Guide Demo Area'. The main content area is titled 'Community Building' and contains three task cards. Each card has a title, a description, and an 'Add Task' button. The first card is 'Join community groups' with the description 'Participate in clubs, committees, or neighborhood watch'. The second card is 'Offer skills' with the description 'Share expertise (gardening, teaching, repairs) with neighbors'. The third card is 'Share information' with the description 'Use social media or notice boards to keep neighbors informed. Try sharing with family and friends that you have installed Resilient Street'. Below the 'Community Building' section are four category buttons: 'Emergency Preparation', 'Fire Safety', 'Garden', and 'Home Maintenance'.

Resilient Street

Tasks Library

Please browse our sample tasks, you can add as many as you like to the selected community: Guide Demo Area

▼ Community Building

Join community groups
Participate in clubs, committees, or neighborhood watch

Add Task

Offer skills
Share expertise (gardening, teaching, repairs) with neighbors

Add Task

Share information
Use social media or notice boards to keep neighbors informed. Try sharing with family and friends that you have installed Resilient Street

Add Task

► Emergency Preparation

► Fire Safety

► Garden

► Home Maintenance

Review and build tasks with Self-Assessment

1. Open your Community Area and tap **Start Self-Assessment**.
2. Choose a checklist, read the safety notice and start.
3. Answer **Yes** when you identify an issue or action.
4. Tap **Create action**, review the pre-filled task, choose a due date and save it.

Stop if an inspection would be unsafe. Seek suitable help or professional advice.

The screenshot shows the 'Resilient Street' app header with a home icon, the text 'Resilient Street', a question mark icon, and a menu icon. Below the header is the 'Home Exterior Ignition-Risk Inspection' section with the text 'Question 1 of 10'. The main content area is titled 'Are plants or branches touching the house?' and contains a description: 'Plants and branches touching the house can help fire reach walls, windows, decks or roof areas. Clear space around the house can reduce the chance of fire reaching the building.' Below the description is a 'Learn more:' section with two links: 'Bushfire Safety Guide' and 'Bushfire-Ready Gardens'. Below the links is an 'Action Name:' section with a text input field containing 'Self-Assessment: Home Exterior Ignition-Risk In'. Below the 'Action Name' section is a 'Description:' section with a text input field containing 'Source: Self-Assessment', 'Checklist: Home Exterior Ignition-Risk Inspection', and 'Question: Are plants or branches touching the house?'. Below the 'Description' section is a 'Due Date:' section with a date input field containing '09/03/2026'. At the bottom of the screen is a light blue banner with a camera icon and the text 'Consider taking or uploading a photo so this issue is easier to review later.'

Resilient Street

Home Exterior Ignition-Risk Inspection

Question 1 of 10

Are plants or branches touching the house?

Plants and branches touching the house can help fire reach walls, windows, decks or roof areas. Clear space around the house can reduce the chance of fire reaching the building.

Learn more:

- [Bushfire Safety Guide](#)
- [Bushfire-Ready Gardens](#)

Action Name:

Self-Assessment: Home Exterior Ignition-Risk In

Description:

Source: Self-Assessment
Checklist: Home Exterior Ignition-Risk Inspection
Question: Are plants or branches touching the house?

Due Date:

09/03/2026

Consider taking or uploading a photo so this issue is easier to review later.