# Magic ToDo: The AI-Powered Productivity Hack for Project Managers

**Published on 2 July 2025 at 18:10**

**By Kimberly Wiethoff**

If you’ve ever stared at a huge task thinking, *“Where do I even start?”* — you're not alone. Whether you're a project manager, a product owner, or just trying to organize your day, sometimes we all need help breaking things down. That’s where **Goblin.Tools Magic ToDo** comes in. It’s a clever little web app designed to turn overwhelming tasks into bite-sized, manageable steps. And yes—it’s powered by AI.

As project managers, we’ve all been there—staring at an overwhelming task list and wondering where to start. Between Agile ceremonies, sprint planning, documentation, and managing cross-functional teams, our cognitive bandwidth is constantly stretched.

That’s why I want to share a tool that’s changed the game for me and my teams: **Magic ToDo by Goblin.tools**. It’s a deceptively simple browser-based AI tool that breaks down complex tasks into clear, actionable steps—no login, no download, no fluff.

## What Is Magic ToDo?

Magic ToDo is part of [Goblin.Tools](https://goblin.tools/), a suite of simple tools originally built with neurodivergent users in mind (like those with ADHD or autism). But honestly? It's incredibly helpful for *anyone* who struggles with complex tasks or just wants a clear breakdown of *what to do next*.

In project management terms, think of Magic ToDo as a mini WBS (Work Breakdown Structure) generator for your daily life.

## 🚧 The Problem with Traditional To-Do Lists

While task lists are foundational to project management, they often fall short when:

* Tasks are too abstract or high-level
* Team members have different processing styles
* You’re juggling too many priorities
* Tasks generate more stress than progress

Even Agile environments—with their structured user stories and backlogs—aren’t immune. Decomposing work takes mental energy, and doing it consistently across teams isn’t always easy.

## ✨ Enter Magic ToDo: Task Clarity on Demand

**Magic ToDo**, part of the [Goblin.tools](https://goblin.tools/) suite, was initially built with neurodivergent users in mind—especially those with ADHD or autism. But its real superpower is universal: taking an ambiguous or overwhelming task and instantly turning it into a well-structured list of next steps.

## Here's how it works:

1. **Type Your Task** – Something big and vague, like “Prepare sprint planning meeting.”
2. **Let AI Do the Work** – Click the magic wand icon.
3. **Get a Breakdown** – A step-by-step list appears.
4. **Customize It** – Adjust complexity or break things down even further.
5. **Export or Copy** – Use it in Notion, Trello, Jira—wherever your team works.

## How It Works (In Simple Steps)

1. **Go to** [**https://goblin.tools**](https://goblin.tools/)  
   No need to log in or install anything—just open the site.
2. **Click on "Magic ToDo"**  
   You'll see a blank input box at the top. This is where the magic begins.
3. **Type in your task**  
   Write the task you need to break down. Be as clear or vague as you like. For example:
   * “Prepare for sprint planning meeting”
   * “Create stakeholder update report”
   * “Clean up the backlog”
4. **Adjust the difficulty slider**  
   This tells the tool how detailed you want the breakdown to be.
   * Slide left for a high-level list
   * Slide right for a very detailed breakdown (great for complex tasks)
5. **Click the wand icon (✨)**  
   Magic! Your task will be broken down into smaller subtasks you can check off one by one.
6. **Customize your list**  
   You can add, remove, or edit the tasks to make them more personal or relevant to your workflow.

## Why Project Managers Love It

As project managers or Agile leads, we often help others break down big goals into actionable pieces—but when it comes to our own work, it’s easy to get stuck. Magic ToDo can help with that.

Here’s how it fits into your PM toolkit:

* **Sprint Prep**: Use it to break down backlog grooming or planning tasks.
* **Personal Productivity**: Helps you stay focused when managing admin work or multiple priorities.
* **Coaching Teams**: It’s a great tool to share with team members who struggle with executive function or task overwhelm.
* **Quick Planning**: It works like a mini-WBS generator when you're in a rush or just need a mental jumpstart.

## Tips for Getting the Most Out of It

* Combine with your favorite task manager (Notion, Trello, Jira, etc.)
* Use it for repetitive tasks like preparing reports, onboarding new team members, or documenting retrospectives.
* Try it live during a team meeting—it's surprisingly fun to watch in action!

## 💡 Real Examples

**Input:**

"Prepare stakeholder presentation for Agile quarterly review, including metrics, roadmap updates, and retrospective outcomes."

**Output:**

* Gather sprint metrics from Jira and Power BI
* Summarize key outcomes from last retrospective
* Update roadmap in Confluence
* Create slide deck and circulate draft
* Schedule presentation time with stakeholders

Now that’s something you can *act* on.

## 🧪 From Chaos to Clarity

During a recent sprint, I had to onboard a new QA team member. Instead of building a checklist from scratch, I typed into Magic ToDo:

“Create onboarding plan for new QA team member starting next week.”

In less than 10 seconds, I had a logical, complete set of subtasks I could drop into Jira. No steps forgotten. No wasted time.

📈 **Result**:

* 30+ minutes saved
* 100% task coverage
* Countless cognitive cycles freed for actual strategy work

## 🎯 Benefits for Project Managers

✅ **Reduces Mental Load** – Offload the burden of work decomposition  
✅ **Improves Backlog Grooming** – Convert epics into user stories or subtasks  
✅ **Accelerates Onboarding** – Create custom onboarding plans in seconds  
✅ **Teaches Task Structuring** – Help junior PMs and devs learn how to plan  
✅ **Supports Neurodivergent Thinkers** – Structured, clear, and simple outputs

This isn’t just about productivity—it’s about inclusivity, clarity, and flow.

## 🧠 Agile Alignment: Principles in Action

* **Responding to Change** – Easily restructure plans when priorities shift
* **Simplifying Work** – Clarity over complexity
* **Supporting Individuals** – Adaptable to diverse thinking styles
* **Delivering Value** – Spend less time organizing and more time executing

## 🛠 Practical Use Cases

Use Magic ToDo to streamline:

* 🧩 Sprint planning: break user stories into granular tasks
* 🧪 QA testing: generate step-by-step protocols
* 🎤 Presentations: structure agendas and content
* 🧭 Onboarding: ensure complete coverage of learning goals
* 📋 Documentation: outline reports, procedures, and guides
* 🔁 Retrospectives: convert ideas into clear action items

## 🔮 Pro Tips

* Use it *live* during planning sessions for real-time clarity
* Export subtasks into Jira, Trello, or Notion
* Adjust the difficulty slider to fit your team’s experience level
* Reuse the breakdowns for recurring tasks to ensure consistency
* Combine with retrospective action items for improved follow-through

## 🚀 Start Today—For Free

You can try **Magic ToDo** right now at [https://goblin.tools](https://goblin.tools/). No signup. No cost. Just pure productivity magic.

In a world full of PM tools, this one stands out by doing *one thing exceptionally well*: making hard things easier to start.

Let Magic ToDo clear your mental clutter so you can lead your team with confidence, agility, and focus.

## Final Thoughts

Project management isn’t just about frameworks and workflows—it’s about helping people *do the work better*. And sometimes, the most powerful tool is the one that helps us take the *first step*.

**Goblin.Tools Magic ToDo** is simple, free, and surprisingly smart. If you’ve got a task that feels “too big,” try it. It just might be the nudge you need to move forward.

🔁 **Have you tried Magic ToDo? What’s your favorite AI productivity tool? Share in the comments below.**

***#ManagingProjectsTheAgileWay #AgileTools #GoblinTools #MagicToDo #NeurodivergentProductivity #AIforPMs***

**Want to see it in action?** Head to [https://goblin.tools](https://goblin.tools/) and give it a spin. And if you already use Magic ToDo in your workflow, I’d love to hear about it in the comments!