

What should I do if I'm "Over Capacity" in the Week view?

Last Modified on Friday, 09-Jan-2026 10:21:15 GMT

The **Over Capacity** warning is a guardrail to prevent burnout. If you see this notification, you have a few options:

- Rebalance: Drag a few tasks from the overloaded day to a day with more breathing room.
- Break it down: Hover over a task then click the "+" button to add subtasks, or press Tab on a task while it's under a task you want it nested in, to create subtasks. You can then schedule just one subtask for today and leave the rest for later.
- Change your limits: If your daily schedule has changed, you can adjust your **realistic time budget** in Settings > Daily Capacity.
