

Year	Month	Day	Time	Location	Event	Category	Sub-category	Priority	Status	Assigned To	Created At	Updated At	Due At	Completed At	Estimated Hours	Actual Hours	Progress (%)	Comments	Attachments	Tags	Created By	Last Modified By
2023	10	27	10:00	San Francisco, CA	Project Kick-off Meeting	Project Management	Meeting	High	Completed	John Doe	2023-10-27T10:00:00Z	2023-10-27T11:30:00Z	2023-10-27T11:30:00Z	2023-10-27T11:30:00Z	2	2	100%	Initial meeting with stakeholders to define project scope and goals.	Meeting Agenda, Project Charter	Project Management	John Doe	John Doe
2023	10	27	14:00	San Francisco, CA	Client Presentation	Client Relations	Presentation	High	Completed	Jane Smith	2023-10-27T14:00:00Z	2023-10-27T15:30:00Z	2023-10-27T15:30:00Z	2023-10-27T15:30:00Z	1	1	100%	Presented project plan and timeline to the client.	Client Presentation Slides	Client Relations	Jane Smith	Jane Smith
2023	10	27	16:00	San Francisco, CA	Team Stand-up	Team Management	Meeting	Medium	Completed	John Doe	2023-10-27T16:00:00Z	2023-10-27T16:30:00Z	2023-10-27T16:30:00Z	2023-10-27T16:30:00Z	0.5	0.5	100%	Daily team stand-up to discuss progress and blockers.	Stand-up Notes	Team Management	John Doe	John Doe
2023	10	27	18:00	San Francisco, CA	Project Review	Project Management	Meeting	High	Completed	Jane Smith	2023-10-27T18:00:00Z	2023-10-27T19:30:00Z	2023-10-27T19:30:00Z	2023-10-27T19:30:00Z	1	1	100%	Review project progress and discuss next steps.	Project Review Report	Project Management	Jane Smith	Jane Smith
2023	10	27	20:00	San Francisco, CA	Team Dinner	Team Management	Event	Medium	Completed	John Doe	2023-10-27T20:00:00Z	2023-10-27T22:00:00Z	2023-10-27T22:00:00Z	2023-10-27T22:00:00Z	1	1	100%	Team dinner to celebrate project milestones.	Team Dinner Photos	Team Management	John Doe	John Doe
2023	10	27	09:00	San Francisco, CA	Project Planning	Project Management	Task	High	In Progress	Jane Smith	2023-10-27T09:00:00Z	2023-10-27T12:00:00Z	2023-10-27T12:00:00Z	2023-10-27T12:00:00Z	3	2	67%	Finalizing project plan and timeline.	Project Plan Draft	Project Management	Jane Smith	Jane Smith
2023	10	27	13:00	San Francisco, CA	Client Meeting	Client Relations	Meeting	High	In Progress	John Doe	2023-10-27T13:00:00Z	2023-10-27T15:00:00Z	2023-10-27T15:00:00Z	2023-10-27T15:00:00Z	1	0.5	50%	Meeting with client to discuss project requirements.	Client Meeting Notes	Client Relations	John Doe	John Doe
2023	10	27	17:00	San Francisco, CA	Team Meeting	Team Management	Meeting	Medium	In Progress	Jane Smith	2023-10-27T17:00:00Z	2023-10-27T18:30:00Z	2023-10-27T18:30:00Z	2023-10-27T18:30:00Z	1	0.5	50%	Meeting to discuss team performance and goals.	Team Meeting Agenda	Team Management	Jane Smith	Jane Smith
2023	10	27	21:00	San Francisco, CA	Project Review	Project Management	Meeting	High	In Progress	John Doe	2023-10-27T21:00:00Z	2023-10-27T22:30:00Z	2023-10-27T22:30:00Z	2023-10-27T22:30:00Z	1	0.5	50%	Review project progress and discuss next steps.	Project Review Report	Project Management	John Doe	John Doe
2023	10	27	08:00	San Francisco, CA	Project Planning	Project Management	Task	High	In Progress	Jane Smith	2023-10-27T08:00:00Z	2023-10-27T11:00:00Z	2023-10-27T11:00:00Z	2023-10-27T11:00:00Z	2	1	50%	Finalizing project plan and timeline.	Project Plan Draft	Project Management	Jane Smith	Jane Smith
2023	10	27	12:00	San Francisco, CA	Client Meeting	Client Relations	Meeting	High	In Progress	John Doe	2023-10-27T12:00:00Z	2023-10-27T14:00:00Z	2023-10-27T14:00:00Z	2023-10-27T14:00:00Z	1	0.5	50%	Meeting with client to discuss project requirements.	Client Meeting Notes	Client Relations	John Doe	John Doe
2023	10	27	16:00	San Francisco, CA	Team Meeting	Team Management	Meeting	Medium	In Progress	Jane Smith	2023-10-27T16:00:00Z	2023-10-27T17:30:00Z	2023-10-27T17:30:00Z	2023-10-27T17:30:00Z	1	0.5	50%	Meeting to discuss team performance and goals.	Team Meeting Agenda	Team Management	Jane Smith	Jane Smith
2023	10	27	20:00	San Francisco, CA	Project Review	Project Management	Meeting	High	In Progress	John Doe	2023-10-27T20:00:00Z	2023-10-27T21:30:00Z	2023-10-27T21:30:00Z	2023-10-27T21:30:00Z	1	0.5	50%	Review project progress and discuss next steps.	Project Review Report	Project Management	John Doe	John Doe