

Year	Month	Day	Time	Location	Activity	Duration	Frequency	Priority	Status	Notes	Responsible	Start Date	End Date	Progress	Completion	Remarks
2023	1	1	08:00	Room 101	Meeting	15 min	Weekly	High	Completed	Review project status	John Doe	2023-01-01	2023-01-01	100%	100%	
2023	1	2	09:00	Room 102	Training	1 hour	Monthly	Medium	Completed	Software update training	Jane Smith	2023-01-02	2023-01-02	100%	100%	
2023	1	3	10:00	Room 103	Meeting	30 min	Weekly	High	Completed	Client meeting	John Doe	2023-01-03	2023-01-03	100%	100%	
2023	1	4	11:00	Room 104	Meeting	15 min	Weekly	High	Completed	Team meeting	Jane Smith	2023-01-04	2023-01-04	100%	100%	
2023	1	5	12:00	Room 105	Meeting	15 min	Weekly	High	Completed	Project meeting	John Doe	2023-01-05	2023-01-05	100%	100%	
2023	1	6	13:00	Room 106	Meeting	15 min	Weekly	High	Completed	Client meeting	Jane Smith	2023-01-06	2023-01-06	100%	100%	
2023	1	7	14:00	Room 107	Meeting	15 min	Weekly	High	Completed	Team meeting	John Doe	2023-01-07	2023-01-07	100%	100%	
2023	1	8	15:00	Room 108	Meeting	15 min	Weekly	High	Completed	Project meeting	Jane Smith	2023-01-08	2023-01-08	100%	100%	
2023	1	9	16:00	Room 109	Meeting	15 min	Weekly	High	Completed	Client meeting	John Doe	2023-01-09	2023-01-09	100%	100%	
2023	1	10	17:00	Room 110	Meeting	15 min	Weekly	High	Completed	Team meeting	Jane Smith	2023-01-10	2023-01-10	100%	100%	
2023	1	11	18:00	Room 111	Meeting	15 min	Weekly	High	Completed	Project meeting	John Doe	2023-01-11	2023-01-11	100%	100%	
2023	1	12	19:00	Room 112	Meeting	15 min	Weekly	High	Completed	Client meeting	Jane Smith	2023-01-12	2023-01-12	100%	100%	
2023	1	13	20:00	Room 113	Meeting	15 min	Weekly	High	Completed	Team meeting	John Doe	2023-01-13	2023-01-13	100%	100%	
2023	1	14	21:00	Room 114	Meeting	15 min	Weekly	High	Completed	Project meeting	Jane Smith	2023-01-14	2023-01-14	100%	100%	
2023	1	15	22:00	Room 115	Meeting	15 min	Weekly	High	Completed	Client meeting	John Doe	2023-01-15	2023-01-15	100%	100%	
2023	1	16	23:00	Room 116	Meeting	15 min	Weekly	High	Completed	Team meeting	Jane Smith	2023-01-16	2023-01-16	100%	100%	
2023	1	17	00:00	Room 117	Meeting	15 min	Weekly	High	Completed	Project meeting	John Doe	2023-01-17	2023-01-17	100%	100%	
2023	1	18	01:00	Room 118	Meeting	15 min	Weekly	High	Completed	Client meeting	Jane Smith	2023-01-18	2023-01-18	100%	100%	
2023	1	19	02:00	Room 119	Meeting	15 min	Weekly	High	Completed	Team meeting	John Doe	2023-01-19	2023-01-19	100%	100%	
2023	1	20	03:00	Room 120	Meeting	15 min	Weekly	High	Completed	Project meeting	Jane Smith	2023-01-20	2023-01-20	100%	100%	
2023	1	21	04:00	Room 121	Meeting	15 min	Weekly	High	Completed	Client meeting	John Doe	2023-01-21	2023-01-21	100%	100%	
2023	1	22	05:00	Room 122	Meeting	15 min	Weekly	High	Completed	Team meeting	Jane Smith	2023-01-22	2023-01-22	100%	100%	
2023	1	23	06:00	Room 123	Meeting	15 min	Weekly	High	Completed	Project meeting	John Doe	2023-01-23	2023-01-23	100%	100%	
2023	1	24	07:00	Room 124	Meeting	15 min	Weekly	High	Completed	Client meeting	Jane Smith	2023-01-24	2023-01-24	100%	100%	
2023	1	25	08:00	Room 125	Meeting	15 min	Weekly	High	Completed	Team meeting	John Doe	2023-01-25	2023-01-25	100%	100%	
2023	1	26	09:00	Room 126	Meeting	15 min	Weekly	High	Completed	Project meeting	Jane Smith	2023-01-26	2023-01-26	100%	100%	
2023	1	27	10:00	Room 127	Meeting	15 min	Weekly	High	Completed	Client meeting	John Doe	2023-01-27	2023-01-27	100%	100%	
2023	1	28	11:00	Room 128	Meeting	15 min	Weekly	High	Completed	Team meeting	Jane Smith	2023-01-28	2023-01-28	100%	100%	
2023	1	29	12:00	Room 129	Meeting	15 min	Weekly	High	Completed	Project meeting	John Doe	2023-01-29	2023-01-29	100%	100%	
2023	1	30	13:00	Room 130	Meeting	15 min	Weekly	High	Completed	Client meeting	Jane Smith	2023-01-30	2023-01-30	100%	100%	
2023	1	31	14:00	Room 131	Meeting	15 min	Weekly	High	Completed	Team meeting	John Doe	2023-01-31	2023-01-31	100%	100%	
2023	2	1	15:00	Room 132	Meeting	15 min	Weekly	High	Completed	Project meeting	Jane Smith	2023-02-01	2023-02-01	100%	100%	
2023	2	2	16:00	Room 133	Meeting	15 min	Weekly	High	Completed	Client meeting	John Doe	2023-02-02	2023-02-02	100%	100%	
2023	2	3	17:00	Room 134	Meeting	15 min	Weekly	High	Completed	Team meeting	Jane Smith	2023-02-03	2023-02-03	100%	100%	
2023	2	4	18:00	Room 135	Meeting	15 min	Weekly	High	Completed	Project meeting	John Doe	2023-02-04	2023-02-04	100%	100%	
2023	2	5	19:00	Room 136	Meeting	15 min	Weekly	High	Completed	Client meeting	Jane Smith	2023-02-05	2023-02-05	100%	100%	
2023	2	6	20:00	Room 137	Meeting	15 min	Weekly	High	Completed	Team meeting	John Doe	2023-02-06	2023-02-06	100%	100%	
2023	2	7	21:00	Room 138	Meeting	15 min	Weekly	High	Completed	Project meeting	Jane Smith	2023-02-07	2023-02-07	100%	100%	
2023	2	8	22:00	Room 139	Meeting	15 min	Weekly	High	Completed	Client meeting	John Doe	2023-02-08	2023-02-08	100%	100%	
2023	2	9	23:00	Room 140	Meeting	15 min	Weekly	High	Completed	Team meeting	Jane Smith	2023-02-09	2023-02-09	100%	100%	
2023	2	10	00:00	Room 141	Meeting	15 min	Weekly	High	Completed	Project meeting	John Doe	2023-02-10	2023-02-10	100%	100%	
2023	2	11	01:00	Room 142	Meeting	15 min	Weekly	High	Completed	Client meeting	Jane Smith	2023-02-11	2023-02-11	100%	100%	
2023	2	12	02:00	Room 143	Meeting	15 min	Weekly	High	Completed	Team meeting	John Doe	2023-02-12	2023-02-12	100%	100%	
2023	2	13	03:00	Room 144	Meeting	15 min	Weekly	High	Completed	Project meeting	Jane Smith	2023-02-13	2023-02-13	100%	100%	
2023	2	14	04:00	Room 145	Meeting	15 min	Weekly	High	Completed	Client meeting	John Doe	2023-02-14	2023-02-14	100%	100%	
2023	2	15	05:00	Room 146	Meeting	15 min	Weekly	High	Completed	Team meeting	Jane Smith	2023-02-15	2023-02-15	100%	100%	
2023	2	16	06:00	Room 147	Meeting	15 min	Weekly	High	Completed	Project meeting	John Doe	2023-02-16	2023-02-16	100%	100%	
2023	2	17	07:00	Room 148	Meeting	15 min	Weekly	High	Completed	Client meeting	Jane Smith	2023-02-17	2023-02-17	100%	100%	
2023	2	18	08:00	Room 149	Meeting	15 min	Weekly	High	Completed	Team meeting	John Doe	2023-02-18	2023-02-18	100%	100%	
2023	2	19	09:00	Room 150	Meeting	15 min	Weekly	High	Completed	Project meeting	Jane Smith	2023-02-19	2023-02-19	100%	100%	
2023	2	20	10:00	Room 151	Meeting	15 min	Weekly	High	Completed	Client meeting	John Doe	2023-02-20	2023-02-20	100%	100%	
2023	2	21	11:00	Room 152	Meeting	15 min	Weekly	High	Completed	Team meeting	Jane Smith	2023-02-21	2023-02-21	100%	100%	
2023	2	22	12:00	Room 153	Meeting	15 min	Weekly	High	Completed	Project meeting	John Doe	2023-02-22	2023-02-22	100%	100%	
2023	2	23	13:00	Room 154	Meeting	15 min	Weekly	High	Completed	Client meeting	Jane Smith	2023-02-23	2023-02-23	100%	100%	
2023	2	24	14:00	Room 155	Meeting	15 min	Weekly	High	Completed	Team meeting	John Doe	2023-02-24	2023-02-24	100%	100%	
2023	2	25	15:00	Room 156	Meeting	15 min	Weekly	High	Completed	Project meeting	Jane Smith	2023-02-25	2023-02-25	100%	100%	
2023	2	26	16:00	Room 157	Meeting	15 min	Weekly	High	Completed	Client meeting	John Doe	2023-02-26	2023-02-26	100%	100%	
2023	2	27	17:00	Room 158	Meeting	15 min	Weekly	High	Completed	Team meeting	Jane Smith	2023-02-27	2023-02-27	100%	100%	
2023	2	28	18:00	Room 159	Meeting	15 min	Weekly	High	Completed	Project meeting	John Doe	2023-02-28	2023-02-28	100%	100%	
2023	2	29	19:00	Room 160	Meeting	15 min	Weekly	High	Completed	Client meeting	Jane Smith	2023-02-29	2023-02-29	100%	100%	
2023	2	30	20:00	Room 161	Meeting	15 min	Weekly	High	Completed	Team meeting	John Doe	2023-03-01	2023-03-01	100%	100%	
2023	2	31	21:00	Room 162	Meeting	15 min	Weekly	High	Completed	Project meeting	Jane Smith	2023-03-02	2023-03-02	100%	100%	
2023	3	1	22:00	Room 163	Meeting	15 min	Weekly	High	Completed	Client meeting	John Doe	2023-03-03	2023-03-03	100%	100%	
2023	3	2	23:00	Room 164	Meeting	15 min	Weekly	High	Completed	Team meeting	Jane Smith	2023-03-04	2023-03-04	100%	100%	
2023	3	3	00:00	Room 165	Meeting	15 min	Weekly	High	Completed	Project meeting	John Doe	2023-03-05	2023-03-05	100%	100%	
2023	3	4	01:00	Room 166	Meeting	15 min	Weekly	High	Completed	Client meeting	Jane Smith	2023-03-06	2023-03-06	100%	100%	
2023	3	5	02:00	Room 167	Meeting	15 min	Weekly	High	Completed	Team meeting	John Doe	2023-03-07	2023-03-07	100%	100%	
2023	3	6	03:00	Room 168	Meeting	15 min	Weekly	High	Completed	Project meeting	Jane Smith	2023-03-08	2023-03-08	100%	100%	
2023	3	7	04:00	Room 169	Meeting	15 min	Weekly	High	Completed	Client meeting	John Doe	2023-03-09	2023-03-09	100%	100%	
2023	3	8	05:00	Room 170	Meeting	15 min	Weekly	High	Completed	Team meeting	Jane Smith	2023-03-10	2023-03-10	100%	100%	
2023	3	9	06:00	Room 171	Meeting	15 min	Weekly	High	Completed	Project meeting	John Doe	2023-03-11	2023-03-11	100%	100%	
2023	3	10	07:00	Room 172	Meeting	15 min	Weekly	High	Completed	Client meeting	Jane Smith	2023-03-12	2023-03-12	100%	100%	
2023	3	11	08:00	Room 173	Meeting	15 min	Weekly	High	Completed	Team meeting	John Doe	2023-03-13	2023-03-13	100%	100%	
2023	3	12	09:00	Room 174	Meeting	15 min	Weekly	High	Completed	Project meeting	Jane Smith	2023-03-14	2023-03-14	100%	100%	
2023	3	13	10:00	Room 175	Meeting	15 min	Weekly	High	Completed	Client meeting	John Doe	2023-03-15	2023-03-15	100%	100%	
2023	3	14	11:00	Room 176	Meeting	15 min	Weekly	High	Completed	Team meeting	Jane Smith	2023-03-16	2023-03-16	100%	100%	
2023	3	15	12:00	Room 177	Meeting	15 min	Weekly	High	Completed	Project meeting	John Doe	2023-03-17	2023-03-17	100%	100%	
2023	3	16	13:00	Room 178	Meeting	15 min	Weekly	High	Completed	Client meeting	Jane Smith	2023-03-18	2023-03-18	100%	100%	
2023	3	17	14:00	Room 179	Meeting	15 min	Weekly	High	Completed	Team meeting	John Doe	2023-03-19	2023-03-19	100%	100%	
2023	3	18	15:00	Room 180	Meeting	15 min	Weekly	High	Completed	Project meeting	Jane Smith	2023-03-20	2023-03-20	100%	100%	
2023	3	19	16:00	Room 181	Meeting	15 min	Weekly	High	Completed	Client meeting	John Doe	2023-03-21	2023-03-21	100%	100%	
2023	3	20	17:00	Room 182	Meeting	15 min	Weekly	High	Completed	Team meeting	Jane Smith	2023-03-22	2023-03-22	100%	100%	
2023	3	21	18:00	Room 183	Meeting	15 min	Weekly	High	Completed	Project meeting	John Doe	2023-03-23	2023-03-23	100%	100%	
2023	3	22	19:00	Room 184	Meeting	15 min	Weekly	High	Completed	Client meeting	Jane Smith	2023-03-24	2023-03-24	100%	100%	
2023	3	23	20:00	Room 185	Meeting	15 min	Weekly	High	Completed	Team meeting	John Doe	2023-03-25	2023-03-25	100%	100%	
2023	3	24	21:00	Room 186	Meeting	15 min	Weekly	High	Completed	Project meeting						

Year	Month	Day	Time	Location	Activity	Duration	Frequency	Priority	Status	Notes	Responsible	Start Date	End Date	Progress	Completion	Remarks
2023	1	1	08:00	Room 101	Meeting	15	1	High	Completed	Meeting with team lead.	John Doe	2023-01-01	2023-01-01	100%	100%	
2023	1	2	09:00	Room 102	Workshop	30	1	High	Completed	Workshop on new software.	Jane Smith	2023-01-02	2023-01-02	100%	100%	
2023	1	3	10:00	Room 103	Training	45	1	High	Completed	Training session for new hires.	Mike Johnson	2023-01-03	2023-01-03	100%	100%	
2023	1	4	11:00	Room 104	Review	15	1	High	Completed	Review of project progress.	Sarah Lee	2023-01-04	2023-01-04	100%	100%	
2023	1	5	12:00	Room 105	Workshop	30	1	High	Completed	Workshop on team collaboration.	David Kim	2023-01-05	2023-01-05	100%	100%	
2023	1	6	13:00	Room 106	Meeting	15	1	High	Completed	Meeting with stakeholders.	Emily White	2023-01-06	2023-01-06	100%	100%	
2023	1	7	14:00	Room 107	Workshop	30	1	High	Completed	Workshop on data analysis.	Chris Brown	2023-01-07	2023-01-07	100%	100%	
2023	1	8	15:00	Room 108	Training	45	1	High	Completed	Training on customer service.	Alex Green	2023-01-08	2023-01-08	100%	100%	
2023	1	9	16:00	Room 109	Review	15	1	High	Completed	Review of weekly reports.	Mia Black	2023-01-09	2023-01-09	100%	100%	
2023	1	10	17:00	Room 110	Workshop	30	1	High	Completed	Workshop on project management.	Noah Gray	2023-01-10	2023-01-10	100%	100%	
2023	1	11	18:00	Room 111	Meeting	15	1	High	Completed	Meeting with external partners.	Olivia Blue	2023-01-11	2023-01-11	100%	100%	
2023	1	12	19:00	Room 112	Workshop	30	1	High	Completed	Workshop on innovation.	Liam Purple	2023-01-12	2023-01-12	100%	100%	
2023	1	13	20:00	Room 113	Training	45	1	High	Completed	Training on industry trends.	Ava Yellow	2023-01-13	2023-01-13	100%	100%	
2023	1	14	21:00	Room 114	Review	15	1	High	Completed	Review of project milestones.	Ethan Red	2023-01-14	2023-01-14	100%	100%	
2023	1	15	22:00	Room 115	Workshop	30	1	High	Completed	Workshop on risk management.	Sophia Orange	2023-01-15	2023-01-15	100%	100%	
2023	1	16	23:00	Room 116	Meeting	15	1	High	Completed	Meeting with board members.	Lucas Green	2023-01-16	2023-01-16	100%	100%	
2023	1	17	00:00	Room 117	Workshop	30	1	High	Completed	Workshop on strategic planning.	Zoe Blue	2023-01-17	2023-01-17	100%	100%	
2023	1	18	01:00	Room 118	Training	45	1	High	Completed	Training on financial literacy.	Benjamin Purple	2023-01-18	2023-01-18	100%	100%	
2023	1	19	02:00	Room 119	Review	15	1	High	Completed	Review of quarterly performance.	Charlotte Yellow	2023-01-19	2023-01-19	100%	100%	
2023	1	20	03:00	Room 120	Workshop	30	1	High	Completed	Workshop on digital marketing.	Henry Red	2023-01-20	2023-01-20	100%	100%	
2023	1	21	04:00	Room 121	Meeting	15	1	High	Completed	Meeting with investors.	Isabella Orange	2023-01-21	2023-01-21	100%	100%	
2023	1	22	05:00	Room 122	Workshop	30	1	High	Completed	Workshop on supply chain.	Jack Green	2023-01-22	2023-01-22	100%	100%	
2023	1	23	06:00	Room 123	Training	45	1	High	Completed	Training on cybersecurity.	Karen Blue	2023-01-23	2023-01-23	100%	100%	
2023	1	24	07:00	Room 124	Review	15	1	High	Completed	Review of project budget.	Leo Purple	2023-01-24	2023-01-24	100%	100%	
2023	1	25	08:00	Room 125	Workshop	30	1	High	Completed	Workshop on human resources.	Mia Yellow	2023-01-25	2023-01-25	100%	100%	
2023	1	26	09:00	Room 126	Meeting	15	1	High	Completed	Meeting with legal counsel.	Nathan Red	2023-01-26	2023-01-26	100%	100%	
2023	1	27	10:00	Room 127	Workshop	30	1	High	Completed	Workshop on environmental impact.	Olivia Orange	2023-01-27	2023-01-27	100%	100%	
2023	1	28	11:00	Room 128	Training	45	1	High	Completed	Training on public relations.	Peter Green	2023-01-28	2023-01-28	100%	100%	
2023	1	29	12:00	Room 129	Review	15	1	High	Completed	Review of project timeline.	Quinn Blue	2023-01-29	2023-01-29	100%	100%	
2023	1	30	13:00	Room 130	Workshop	30	1	High	Completed	Workshop on social media.	Ryan Purple	2023-01-30	2023-01-30	100%	100%	
2023	1	31	14:00	Room 131	Meeting	15	1	High	Completed	Meeting with industry experts.	Sarah Yellow	2023-01-31	2023-01-31	100%	100%	
2023	2	1	15:00	Room 132	Workshop	30	1	High	Completed	Workshop on customer experience.	Tyler Red	2023-02-01	2023-02-01	100%	100%	
2023	2	2	16:00	Room 133	Training	45	1	High	Completed	Training on sales techniques.	Uma Blue	2023-02-02	2023-02-02	100%	100%	
2023	2	3	17:00	Room 134	Review	15	1	High	Completed	Review of project risks.	Victor Purple	2023-02-03	2023-02-03	100%	100%	
2023	2	4	18:00	Room 135	Workshop	30	1	High	Completed	Workshop on project communication.	Wendy Yellow	2023-02-04	2023-02-04	100%	100%	
2023	2	5	19:00	Room 136	Meeting	15	1	High	Completed	Meeting with project sponsors.	Xavier Red	2023-02-05	2023-02-05	100%	100%	
2023	2	6	20:00	Room 137	Workshop	30	1	High	Completed	Workshop on project documentation.	Yara Blue	2023-02-06	2023-02-06	100%	100%	
2023	2	7	21:00	Room 138	Training	45	1	High	Completed	Training on project management tools.	Zoe Purple	2023-02-07	2023-02-07	100%	100%	
2023	2	8	22:00	Room 139	Review	15	1	High	Completed	Review of project deliverables.	Adam Yellow	2023-02-08	2023-02-08	100%	100%	
2023	2	9	23:00	Room 140	Workshop	30	1	High	Completed	Workshop on project closure.	Bella Red	2023-02-09	2023-02-09	100%	100%	
2023	2	10	00:00	Room 141	Meeting	15	1	High	Completed	Meeting with project team.	Charlie Blue	2023-02-10	2023-02-10	100%	100%	
2023	2	11	01:00	Room 142	Workshop	30	1	High	Completed	Workshop on project evaluation.	Diana Purple	2023-02-11	2023-02-11	100%	100%	
2023	2	12	02:00	Room 143	Training	45	1	High	Completed	Training on project success factors.	Ethan Yellow	2023-02-12	2023-02-12	100%	100%	
2023	2	13	03:00	Room 144	Review	15	1	High	Completed	Review of project outcomes.	Fiona Red	2023-02-13	2023-02-13	100%	100%	
2023	2	14	04:00	Room 145	Workshop	30	1	High	Completed	Workshop on project lessons learned.	George Blue	2023-02-14	2023-02-14	100%	100%	
2023	2	15	05:00	Room 146	Meeting	15	1	High	Completed	Meeting with project stakeholders.	Hannah Purple	2023-02-15	2023-02-15	100%	100%	
2023	2	16	06:00	Room 147	Workshop	30	1	High	Completed	Workshop on project future planning.	Ian Yellow	2023-02-16	2023-02-16	100%	100%	
2023	2	17	07:00	Room 148	Training	45	1	High	Completed	Training on project best practices.	Jane Red	2023-02-17	2023-02-17	100%	100%	
2023	2	18	08:00	Room 149	Review	15	1	High	Completed	Review of project performance.	Kevin Blue	2023-02-18	2023-02-18	100%	100%	
2023	2	19	09:00	Room 150	Workshop	30	1	High	Completed	Workshop on project innovation.	Laura Purple	2023-02-19	2023-02-19	100%	100%	
2023	2	20	10:00	Room 151	Meeting	15	1	High	Completed	Meeting with project partners.	Mason Yellow	2023-02-20	2023-02-20	100%	100%	
2023	2	21	11:00	Room 152	Workshop	30	1	High	Completed	Workshop on project sustainability.	Nora Red	2023-02-21	2023-02-21	100%	100%	
2023	2	22	12:00	Room 153	Training	45	1	High	Completed	Training on project ethics.	Oscar Blue	2023-02-22	2023-02-22	100%	100%	
2023	2	23	13:00	Room 154	Review	15	1	High	Completed	Review of project impact.	Peter Purple	2023-02-23	2023-02-23	100%	100%	
2023	2	24	14:00	Room 155	Workshop	30	1	High	Completed	Workshop on project legacy.	Quinn Yellow	2023-02-24	2023-02-24	100%	100%	
2023	2	25	15:00	Room 156	Meeting	15	1	High	Completed	Meeting with project advisors.	Rachel Red	2023-02-25	2023-02-25	100%	100%	
2023	2	26	16:00	Room 157	Workshop	30	1	High	Completed	Workshop on project future vision.	Samuel Blue	2023-02-26	2023-02-26	100%	100%	
2023	2	27	17:00	Room 158	Training	45	1	High	Completed	Training on project excellence.	Tina Purple	2023-02-27	2023-02-27	100%	100%	
2023	2	28	18:00	Room 159	Review	15	1	High	Completed	Review of project achievements.	Umar Yellow	2023-02-28	2023-02-28	100%	100%	
2023	2	29	19:00	Room 160	Workshop	30	1	High	Completed	Workshop on project future goals.	Vanessa Red	2023-02-29	2023-02-29	100%	100%	
2023	2	30	20:00	Room 161	Meeting	15	1	High	Completed	Meeting with project board.	Walter Blue	2023-03-01	2023-03-01	100%	100%	
2023	2	31	21:00	Room 162	Workshop	30	1	High	Completed	Workshop on project final report.	Xavier Purple	2023-03-02	2023-03-02	100%	100%	

Year	Month	Day	Time	Location	Activity	Duration	Frequency	Priority	Status	Notes	Responsible	Start Date	End Date	Progress	Completion	Remarks
2023	1	1	08:00	Office	Meeting	15 min	Weekly	High	Completed	Review project status	John Doe	2023-01-01	2023-01-01	100%	100%	
2023	1	2	09:00	Office	Work	8 hours	Daily	Medium	Ongoing	Developing new feature	Jane Smith	2023-01-02	2023-01-02	80%	80%	
2023	1	3	10:00	Office	Meeting	30 min	Weekly	High	Completed	Client presentation	John Doe	2023-01-03	2023-01-03	100%	100%	
2023	1	4	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Testing new feature	Jane Smith	2023-01-04	2023-01-04	90%	90%	
2023	1	5	09:00	Office	Work	8 hours	Daily	Medium	Ongoing	Final review	John Doe	2023-01-05	2023-01-05	100%	100%	
2023	1	6	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Deployment preparation	Jane Smith	2023-01-06	2023-01-06	95%	95%	
2023	1	7	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Deployment	John Doe	2023-01-07	2023-01-07	100%	100%	
2023	1	8	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Post-deployment	Jane Smith	2023-01-08	2023-01-08	100%	100%	
2023	1	9	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Monitoring	John Doe	2023-01-09	2023-01-09	100%	100%	
2023	1	10	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Reporting	Jane Smith	2023-01-10	2023-01-10	100%	100%	
2023	1	11	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Review	John Doe	2023-01-11	2023-01-11	100%	100%	
2023	1	12	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Planning	Jane Smith	2023-01-12	2023-01-12	100%	100%	
2023	1	13	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Development	John Doe	2023-01-13	2023-01-13	100%	100%	
2023	1	14	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Testing	Jane Smith	2023-01-14	2023-01-14	100%	100%	
2023	1	15	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Deployment	John Doe	2023-01-15	2023-01-15	100%	100%	
2023	1	16	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Monitoring	Jane Smith	2023-01-16	2023-01-16	100%	100%	
2023	1	17	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Reporting	John Doe	2023-01-17	2023-01-17	100%	100%	
2023	1	18	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Review	Jane Smith	2023-01-18	2023-01-18	100%	100%	
2023	1	19	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Planning	John Doe	2023-01-19	2023-01-19	100%	100%	
2023	1	20	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Development	Jane Smith	2023-01-20	2023-01-20	100%	100%	
2023	1	21	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Testing	John Doe	2023-01-21	2023-01-21	100%	100%	
2023	1	22	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Deployment	Jane Smith	2023-01-22	2023-01-22	100%	100%	
2023	1	23	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Monitoring	John Doe	2023-01-23	2023-01-23	100%	100%	
2023	1	24	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Reporting	Jane Smith	2023-01-24	2023-01-24	100%	100%	
2023	1	25	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Review	John Doe	2023-01-25	2023-01-25	100%	100%	
2023	1	26	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Planning	Jane Smith	2023-01-26	2023-01-26	100%	100%	
2023	1	27	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Development	John Doe	2023-01-27	2023-01-27	100%	100%	
2023	1	28	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Testing	Jane Smith	2023-01-28	2023-01-28	100%	100%	
2023	1	29	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Deployment	John Doe	2023-01-29	2023-01-29	100%	100%	
2023	1	30	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Monitoring	Jane Smith	2023-01-30	2023-01-30	100%	100%	
2023	1	31	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Reporting	John Doe	2023-01-31	2023-01-31	100%	100%	
2023	2	1	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Review	Jane Smith	2023-02-01	2023-02-01	100%	100%	
2023	2	2	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Planning	John Doe	2023-02-02	2023-02-02	100%	100%	
2023	2	3	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Development	Jane Smith	2023-02-03	2023-02-03	100%	100%	
2023	2	4	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Testing	John Doe	2023-02-04	2023-02-04	100%	100%	
2023	2	5	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Deployment	Jane Smith	2023-02-05	2023-02-05	100%	100%	
2023	2	6	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Monitoring	John Doe	2023-02-06	2023-02-06	100%	100%	
2023	2	7	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Reporting	Jane Smith	2023-02-07	2023-02-07	100%	100%	
2023	2	8	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Review	John Doe	2023-02-08	2023-02-08	100%	100%	
2023	2	9	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Planning	Jane Smith	2023-02-09	2023-02-09	100%	100%	
2023	2	10	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Development	John Doe	2023-02-10	2023-02-10	100%	100%	
2023	2	11	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Testing	Jane Smith	2023-02-11	2023-02-11	100%	100%	
2023	2	12	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Deployment	John Doe	2023-02-12	2023-02-12	100%	100%	
2023	2	13	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Monitoring	Jane Smith	2023-02-13	2023-02-13	100%	100%	
2023	2	14	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Reporting	John Doe	2023-02-14	2023-02-14	100%	100%	
2023	2	15	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Review	Jane Smith	2023-02-15	2023-02-15	100%	100%	
2023	2	16	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Planning	John Doe	2023-02-16	2023-02-16	100%	100%	
2023	2	17	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Development	Jane Smith	2023-02-17	2023-02-17	100%	100%	
2023	2	18	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Testing	John Doe	2023-02-18	2023-02-18	100%	100%	
2023	2	19	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Deployment	Jane Smith	2023-02-19	2023-02-19	100%	100%	
2023	2	20	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Monitoring	John Doe	2023-02-20	2023-02-20	100%	100%	
2023	2	21	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Reporting	Jane Smith	2023-02-21	2023-02-21	100%	100%	
2023	2	22	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Review	John Doe	2023-02-22	2023-02-22	100%	100%	
2023	2	23	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Planning	Jane Smith	2023-02-23	2023-02-23	100%	100%	
2023	2	24	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Development	John Doe	2023-02-24	2023-02-24	100%	100%	
2023	2	25	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Testing	Jane Smith	2023-02-25	2023-02-25	100%	100%	
2023	2	26	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Deployment	John Doe	2023-02-26	2023-02-26	100%	100%	
2023	2	27	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Monitoring	Jane Smith	2023-02-27	2023-02-27	100%	100%	
2023	2	28	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Reporting	John Doe	2023-02-28	2023-02-28	100%	100%	
2023	2	29	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Review	Jane Smith	2023-02-29	2023-02-29	100%	100%	
2023	2	30	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Planning	John Doe	2023-03-01	2023-03-01	100%	100%	
2023	2	31	08:00	Office	Work	8 hours	Daily	Medium	Ongoing	Development	Jane Smith	2023-03-02	2023-03-02	100%	100%	

Year	Month	Day	Time	Location	Activity	Duration	Frequency	Priority	Status	Notes	Responsible	Start Date	End Date	Progress	Completion	Remarks
2023	1	1	08:00	Office	Meeting	15	1	High	Completed	Review project status	John	2023-01-01	2023-01-01	100%	100%	
2023	1	2	09:00	Office	Meeting	30	1	High	Completed	Client presentation	Jane	2023-01-02	2023-01-02	100%	100%	
2023	1	3	10:00	Office	Meeting	15	1	High	Completed	Team discussion	John	2023-01-03	2023-01-03	100%	100%	
2023	1	4	11:00	Office	Meeting	15	1	High	Completed	Project update	Jane	2023-01-04	2023-01-04	100%	100%	
2023	1	5	12:00	Office	Meeting	15	1	High	Completed	Review progress	John	2023-01-05	2023-01-05	100%	100%	
2023	1	6	13:00	Office	Meeting	15	1	High	Completed	Client call	Jane	2023-01-06	2023-01-06	100%	100%	
2023	1	7	14:00	Office	Meeting	15	1	High	Completed	Team meeting	John	2023-01-07	2023-01-07	100%	100%	
2023	1	8	15:00	Office	Meeting	15	1	High	Completed	Project review	Jane	2023-01-08	2023-01-08	100%	100%	
2023	1	9	16:00	Office	Meeting	15	1	High	Completed	Client meeting	John	2023-01-09	2023-01-09	100%	100%	
2023	1	10	17:00	Office	Meeting	15	1	High	Completed	Team discussion	Jane	2023-01-10	2023-01-10	100%	100%	
2023	1	11	18:00	Office	Meeting	15	1	High	Completed	Project update	John	2023-01-11	2023-01-11	100%	100%	
2023	1	12	19:00	Office	Meeting	15	1	High	Completed	Client call	Jane	2023-01-12	2023-01-12	100%	100%	
2023	1	13	20:00	Office	Meeting	15	1	High	Completed	Team meeting	John	2023-01-13	2023-01-13	100%	100%	
2023	1	14	21:00	Office	Meeting	15	1	High	Completed	Project review	Jane	2023-01-14	2023-01-14	100%	100%	
2023	1	15	22:00	Office	Meeting	15	1	High	Completed	Client meeting	John	2023-01-15	2023-01-15	100%	100%	
2023	1	16	23:00	Office	Meeting	15	1	High	Completed	Team discussion	Jane	2023-01-16	2023-01-16	100%	100%	
2023	1	17	00:00	Office	Meeting	15	1	High	Completed	Project update	John	2023-01-17	2023-01-17	100%	100%	
2023	1	18	01:00	Office	Meeting	15	1	High	Completed	Client call	Jane	2023-01-18	2023-01-18	100%	100%	
2023	1	19	02:00	Office	Meeting	15	1	High	Completed	Team meeting	John	2023-01-19	2023-01-19	100%	100%	
2023	1	20	03:00	Office	Meeting	15	1	High	Completed	Project review	Jane	2023-01-20	2023-01-20	100%	100%	
2023	1	21	04:00	Office	Meeting	15	1	High	Completed	Client meeting	John	2023-01-21	2023-01-21	100%	100%	
2023	1	22	05:00	Office	Meeting	15	1	High	Completed	Team discussion	Jane	2023-01-22	2023-01-22	100%	100%	
2023	1	23	06:00	Office	Meeting	15	1	High	Completed	Project update	John	2023-01-23	2023-01-23	100%	100%	
2023	1	24	07:00	Office	Meeting	15	1	High	Completed	Client call	Jane	2023-01-24	2023-01-24	100%	100%	
2023	1	25	08:00	Office	Meeting	15	1	High	Completed	Team meeting	John	2023-01-25	2023-01-25	100%	100%	
2023	1	26	09:00	Office	Meeting	15	1	High	Completed	Project review	Jane	2023-01-26	2023-01-26	100%	100%	
2023	1	27	10:00	Office	Meeting	15	1	High	Completed	Client meeting	John	2023-01-27	2023-01-27	100%	100%	
2023	1	28	11:00	Office	Meeting	15	1	High	Completed	Team discussion	Jane	2023-01-28	2023-01-28	100%	100%	
2023	1	29	12:00	Office	Meeting	15	1	High	Completed	Project update	John	2023-01-29	2023-01-29	100%	100%	
2023	1	30	13:00	Office	Meeting	15	1	High	Completed	Client call	Jane	2023-01-30	2023-01-30	100%	100%	
2023	1	31	14:00	Office	Meeting	15	1	High	Completed	Team meeting	John	2023-01-31	2023-01-31	100%	100%	
2023	2	1	15:00	Office	Meeting	15	1	High	Completed	Project review	Jane	2023-02-01	2023-02-01	100%	100%	
2023	2	2	16:00	Office	Meeting	15	1	High	Completed	Client meeting	John	2023-02-02	2023-02-02	100%	100%	
2023	2	3	17:00	Office	Meeting	15	1	High	Completed	Team discussion	Jane	2023-02-03	2023-02-03	100%	100%	
2023	2	4	18:00	Office	Meeting	15	1	High	Completed	Project update	John	2023-02-04	2023-02-04	100%	100%	
2023	2	5	19:00	Office	Meeting	15	1	High	Completed	Client call	Jane	2023-02-05	2023-02-05	100%	100%	
2023	2	6	20:00	Office	Meeting	15	1	High	Completed	Team meeting	John	2023-02-06	2023-02-06	100%	100%	
2023	2	7	21:00	Office	Meeting	15	1	High	Completed	Project review	Jane	2023-02-07	2023-02-07	100%	100%	
2023	2	8	22:00	Office	Meeting	15	1	High	Completed	Client meeting	John	2023-02-08	2023-02-08	100%	100%	
2023	2	9	23:00	Office	Meeting	15	1	High	Completed	Team discussion	Jane	2023-02-09	2023-02-09	100%	100%	
2023	2	10	00:00	Office	Meeting	15	1	High	Completed	Project update	John	2023-02-10	2023-02-10	100%	100%	
2023	2	11	01:00	Office	Meeting	15	1	High	Completed	Client call	Jane	2023-02-11	2023-02-11	100%	100%	
2023	2	12	02:00	Office	Meeting	15	1	High	Completed	Team meeting	John	2023-02-12	2023-02-12	100%	100%	
2023	2	13	03:00	Office	Meeting	15	1	High	Completed	Project review	Jane	2023-02-13	2023-02-13	100%	100%	
2023	2	14	04:00	Office	Meeting	15	1	High	Completed	Client meeting	John	2023-02-14	2023-02-14	100%	100%	
2023	2	15	05:00	Office	Meeting	15	1	High	Completed	Team discussion	Jane	2023-02-15	2023-02-15	100%	100%	
2023	2	16	06:00	Office	Meeting	15	1	High	Completed	Project update	John	2023-02-16	2023-02-16	100%	100%	
2023	2	17	07:00	Office	Meeting	15	1	High	Completed	Client call	Jane	2023-02-17	2023-02-17	100%	100%	
2023	2	18	08:00	Office	Meeting	15	1	High	Completed	Team meeting	John	2023-02-18	2023-02-18	100%	100%	
2023	2	19	09:00	Office	Meeting	15	1	High	Completed	Project review	Jane	2023-02-19	2023-02-19	100%	100%	
2023	2	20	10:00	Office	Meeting	15	1	High	Completed	Client meeting	John	2023-02-20	2023-02-20	100%	100%	
2023	2	21	11:00	Office	Meeting	15	1	High	Completed	Team discussion	Jane	2023-02-21	2023-02-21	100%	100%	
2023	2	22	12:00	Office	Meeting	15	1	High	Completed	Project update	John	2023-02-22	2023-02-22	100%	100%	
2023	2	23	13:00	Office	Meeting	15	1	High	Completed	Client call	Jane	2023-02-23	2023-02-23	100%	100%	
2023	2	24	14:00	Office	Meeting	15	1	High	Completed	Team meeting	John	2023-02-24	2023-02-24	100%	100%	
2023	2	25	15:00	Office	Meeting	15	1	High	Completed	Project review	Jane	2023-02-25	2023-02-25	100%	100%	
2023	2	26	16:00	Office	Meeting	15	1	High	Completed	Client meeting	John	2023-02-26	2023-02-26	100%	100%	
2023	2	27	17:00	Office	Meeting	15	1	High	Completed	Team discussion	Jane	2023-02-27	2023-02-27	100%	100%	
2023	2	28	18:00	Office	Meeting	15	1	High	Completed	Project update	John	2023-02-28	2023-02-28	100%	100%	
2023	2	29	19:00	Office	Meeting	15	1	High	Completed	Client call	Jane	2023-02-29	2023-02-29	100%	100%	
2023	2	30	20:00	Office	Meeting	15	1	High	Completed	Team meeting	John	2023-02-30	2023-02-30	100%	100%	
2023	2	31	21:00	Office	Meeting	15	1	High	Completed	Project review	Jane	2023-02-31	2023-02-31	100%	100%	

Year	Month	Day	Time	Location	Activity	Duration	Frequency	Priority	Status	Notes	Responsible	Start Date	End Date	Progress	Completion	Remarks
2023	1	1	08:00	Office	Meeting	15	1	High	Completed	Review project status	John	2023-01-01	2023-01-01	100%	100%	
2023	1	2	09:00	Office	Meeting	15	1	High	Completed	Discuss team performance	Jane	2023-01-02	2023-01-02	100%	100%	
2023	1	3	10:00	Office	Meeting	15	1	High	Completed	Review client feedback	Mike	2023-01-03	2023-01-03	100%	100%	
2023	1	4	11:00	Office	Meeting	15	1	High	Completed	Discuss marketing strategy	Sarah	2023-01-04	2023-01-04	100%	100%	
2023	1	5	12:00	Office	Meeting	15	1	High	Completed	Review budget allocation	David	2023-01-05	2023-01-05	100%	100%	
2023	1	6	13:00	Office	Meeting	15	1	High	Completed	Discuss HR matters	Emily	2023-01-06	2023-01-06	100%	100%	
2023	1	7	14:00	Office	Meeting	15	1	High	Completed	Review product development	Chris	2023-01-07	2023-01-07	100%	100%	
2023	1	8	15:00	Office	Meeting	15	1	High	Completed	Discuss sales targets	Alice	2023-01-08	2023-01-08	100%	100%	
2023	1	9	16:00	Office	Meeting	15	1	High	Completed	Review legal matters	Bob	2023-01-09	2023-01-09	100%	100%	
2023	1	10	17:00	Office	Meeting	15	1	High	Completed	Discuss IT infrastructure	Grace	2023-01-10	2023-01-10	100%	100%	
2023	1	11	18:00	Office	Meeting	15	1	High	Completed	Review financial reports	Frank	2023-01-11	2023-01-11	100%	100%	
2023	1	12	19:00	Office	Meeting	15	1	High	Completed	Discuss future plans	Heidi	2023-01-12	2023-01-12	100%	100%	
2023	1	13	20:00	Office	Meeting	15	1	High	Completed	Review team dynamics	Ivan	2023-01-13	2023-01-13	100%	100%	
2023	1	14	21:00	Office	Meeting	15	1	High	Completed	Discuss customer service	Judy	2023-01-14	2023-01-14	100%	100%	
2023	1	15	22:00	Office	Meeting	15	1	High	Completed	Review operational efficiency	Kyle	2023-01-15	2023-01-15	100%	100%	
2023	1	16	23:00	Office	Meeting	15	1	High	Completed	Discuss innovation pipeline	Laura	2023-01-16	2023-01-16	100%	100%	
2023	1	17	00:00	Office	Meeting	15	1	High	Completed	Review risk management	Mark	2023-01-17	2023-01-17	100%	100%	
2023	1	18	01:00	Office	Meeting	15	1	High	Completed	Discuss compliance issues	Nancy	2023-01-18	2023-01-18	100%	100%	
2023	1	19	02:00	Office	Meeting	15	1	High	Completed	Review data analytics	Oscar	2023-01-19	2023-01-19	100%	100%	
2023	1	20	03:00	Office	Meeting	15	1	High	Completed	Discuss supply chain	Peter	2023-01-20	2023-01-20	100%	100%	
2023	1	21	04:00	Office	Meeting	15	1	High	Completed	Review talent acquisition	Quinn	2023-01-21	2023-01-21	100%	100%	
2023	1	22	05:00	Office	Meeting	15	1	High	Completed	Discuss cybersecurity	Rachel	2023-01-22	2023-01-22	100%	100%	
2023	1	23	06:00	Office	Meeting	15	1	High	Completed	Review brand strategy	Samuel	2023-01-23	2023-01-23	100%	100%	
2023	1	24	07:00	Office	Meeting	15	1	High	Completed	Discuss environmental impact	Tina	2023-01-24	2023-01-24	100%	100%	
2023	1	25	08:00	Office	Meeting	15	1	High	Completed	Review social media	Uma	2023-01-25	2023-01-25	100%	100%	
2023	1	26	09:00	Office	Meeting	15	1	High	Completed	Discuss public relations	Victor	2023-01-26	2023-01-26	100%	100%	
2023	1	27	10:00	Office	Meeting	15	1	High	Completed	Review corporate governance	Wendy	2023-01-27	2023-01-27	100%	100%	
2023	1	28	11:00	Office	Meeting	15	1	High	Completed	Discuss stakeholder relations	Xavier	2023-01-28	2023-01-28	100%	100%	
2023	1	29	12:00	Office	Meeting	15	1	High	Completed	Review business model	Yvonne	2023-01-29	2023-01-29	100%	100%	
2023	1	30	13:00	Office	Meeting	15	1	High	Completed	Discuss industry trends	Zoe	2023-01-30	2023-01-30	100%	100%	
2023	1	31	14:00	Office	Meeting	15	1	High	Completed	Review annual performance	Adam	2023-01-31	2023-01-31	100%	100%	

Year	Month	Day	Time	Location	Activity	Duration	Frequency	Priority	Status	Notes	Responsible	Start Date	End Date	Progress	Completion	Remarks
2023	1	1	08:00	Office	Meeting	15 min	Weekly	High	Completed	Review project status	John	2023-01-01	2023-01-01	100%	100%	
2023	1	2	09:00	Office	Work	8 hours	Daily	Medium	Ongoing	Developing new feature	Jane	2023-01-02	2023-01-02	80%	80%	
2023	1	3	10:00	Office	Meeting	30 min	Weekly	High	Completed	Client presentation	Mike	2023-01-03	2023-01-03	100%	100%	
2023	1	4	11:00	Office	Work	8 hours	Daily	Medium	Ongoing	Testing new feature	Jane	2023-01-04	2023-01-04	90%	90%	
2023	1	5	12:00	Office	Meeting	15 min	Weekly	High	Completed	Team sync	John	2023-01-05	2023-01-05	100%	100%	
2023	1	6	13:00	Office	Work	8 hours	Daily	Medium	Ongoing	Reviewing code	Jane	2023-01-06	2023-01-06	70%	70%	
2023	1	7	14:00	Office	Meeting	30 min	Weekly	High	Completed	Project update	Mike	2023-01-07	2023-01-07	100%	100%	
2023	1	8	15:00	Office	Work	8 hours	Daily	Medium	Ongoing	Implementing changes	Jane	2023-01-08	2023-01-08	60%	60%	
2023	1	9	16:00	Office	Meeting	15 min	Weekly	High	Completed	Quick sync	John	2023-01-09	2023-01-09	100%	100%	
2023	1	10	17:00	Office	Work	8 hours	Daily	Medium	Ongoing	Final testing	Jane	2023-01-10	2023-01-10	50%	50%	
2023	1	11	18:00	Office	Meeting	30 min	Weekly	High	Completed	Client meeting	Mike	2023-01-11	2023-01-11	100%	100%	
2023	1	12	19:00	Office	Work	8 hours	Daily	Medium	Ongoing	Deployment prep	Jane	2023-01-12	2023-01-12	40%	40%	
2023	1	13	20:00	Office	Meeting	15 min	Weekly	High	Completed	Team meeting	John	2023-01-13	2023-01-13	100%	100%	
2023	1	14	21:00	Office	Work	8 hours	Daily	Medium	Ongoing	Reviewing feedback	Jane	2023-01-14	2023-01-14	30%	30%	
2023	1	15	22:00	Office	Meeting	30 min	Weekly	High	Completed	Project review	Mike	2023-01-15	2023-01-15	100%	100%	
2023	1	16	23:00	Office	Work	8 hours	Daily	Medium	Ongoing	Implementing fixes	Jane	2023-01-16	2023-01-16	20%	20%	
2023	1	17	00:00	Office	Meeting	15 min	Weekly	High	Completed	Quick sync	John	2023-01-17	2023-01-17	100%	100%	
2023	1	18	01:00	Office	Work	8 hours	Daily	Medium	Ongoing	Final review	Jane	2023-01-18	2023-01-18	10%	10%	
2023	1	19	02:00	Office	Meeting	30 min	Weekly	High	Completed	Client meeting	Mike	2023-01-19	2023-01-19	100%	100%	
2023	1	20	03:00	Office	Work	8 hours	Daily	Medium	Ongoing	Deployment	Jane	2023-01-20	2023-01-20	0%	0%	
2023	1	21	04:00	Office	Meeting	15 min	Weekly	High	Completed	Team meeting	John	2023-01-21	2023-01-21	100%	100%	
2023	1	22	05:00	Office	Work	8 hours	Daily	Medium	Ongoing	Post-deployment	Jane	2023-01-22	2023-01-22	0%	0%	
2023	1	23	06:00	Office	Meeting	30 min	Weekly	High	Completed	Project review	Mike	2023-01-23	2023-01-23	100%	100%	
2023	1	24	07:00	Office	Work	8 hours	Daily	Medium	Ongoing	Monitoring	Jane	2023-01-24	2023-01-24	0%	0%	
2023	1	25	08:00	Office	Meeting	15 min	Weekly	High	Completed	Quick sync	John	2023-01-25	2023-01-25	100%	100%	
2023	1	26	09:00	Office	Work	8 hours	Daily	Medium	Ongoing	Reporting	Jane	2023-01-26	2023-01-26	0%	0%	
2023	1	27	10:00	Office	Meeting	30 min	Weekly	High	Completed	Client meeting	Mike	2023-01-27	2023-01-27	100%	100%	
2023	1	28	11:00	Office	Work	8 hours	Daily	Medium	Ongoing	Reviewing	Jane	2023-01-28	2023-01-28	0%	0%	
2023	1	29	12:00	Office	Meeting	15 min	Weekly	High	Completed	Team meeting	John	2023-01-29	2023-01-29	100%	100%	
2023	1	30	13:00	Office	Work	8 hours	Daily	Medium	Ongoing	Finalizing	Jane	2023-01-30	2023-01-30	0%	0%	
2023	1	31	14:00	Office	Meeting	30 min	Weekly	High	Completed	Project review	Mike	2023-01-31	2023-01-31	100%	100%	

Year	Month	Day	Time	Location	Activity	Duration	Frequency	Priority	Status	Notes	Responsible	Start Date	End Date	Progress	Completion	Remarks
2023	1	1	08:00	Office	Meeting	15 min	Weekly	High	Completed	Review project status	John Doe	2023-01-01	2023-01-01	100%	100%	
2023	1	2	09:00	Office	Work	8 hours	Daily	Medium	In Progress	Developing new feature	Jane Smith	2023-01-02	2023-01-02	75%	75%	
2023	1	3	10:00	Office	Meeting	30 min	Weekly	High	Completed	Client presentation	John Doe	2023-01-03	2023-01-03	100%	100%	
2023	1	4	08:00	Office	Work	8 hours	Daily	Medium	In Progress	Testing new feature	Jane Smith	2023-01-04	2023-01-04	60%	60%	
2023	1	5	09:00	Office	Work	8 hours	Daily	Medium	In Progress	Reviewing code	John Doe	2023-01-05	2023-01-05	80%	80%	
2023	1	6	10:00	Office	Meeting	15 min	Weekly	High	Completed	Team sync	Jane Smith	2023-01-06	2023-01-06	100%	100%	
2023	1	7	08:00	Office	Work	8 hours	Daily	Medium	In Progress	Implementing changes	John Doe	2023-01-07	2023-01-07	50%	50%	
2023	1	8	09:00	Office	Work	8 hours	Daily	Medium	In Progress	Debugging issues	Jane Smith	2023-01-08	2023-01-08	70%	70%	
2023	1	9	10:00	Office	Meeting	30 min	Weekly	High	Completed	Project review	John Doe	2023-01-09	2023-01-09	100%	100%	
2023	1	10	08:00	Office	Work	8 hours	Daily	Medium	In Progress	Final testing	Jane Smith	2023-01-10	2023-01-10	90%	90%	
2023	1	11	09:00	Office	Work	8 hours	Daily	Medium	In Progress	Deployment preparation	John Doe	2023-01-11	2023-01-11	85%	85%	
2023	1	12	10:00	Office	Meeting	15 min	Weekly	High	Completed	Deployment	Jane Smith	2023-01-12	2023-01-12	100%	100%	
2023	1	13	08:00	Office	Work	8 hours	Daily	Medium	In Progress	Monitoring system	John Doe	2023-01-13	2023-01-13	70%	70%	
2023	1	14	09:00	Office	Work	8 hours	Daily	Medium	In Progress	Documentation	Jane Smith	2023-01-14	2023-01-14	60%	60%	
2023	1	15	10:00	Office	Meeting	30 min	Weekly	High	Completed	Review progress	John Doe	2023-01-15	2023-01-15	100%	100%	
2023	1	16	08:00	Office	Work	8 hours	Daily	Medium	In Progress	Implementing feedback	Jane Smith	2023-01-16	2023-01-16	55%	55%	
2023	1	17	09:00	Office	Work	8 hours	Daily	Medium	In Progress	Code review	John Doe	2023-01-17	2023-01-17	75%	75%	
2023	1	18	10:00	Office	Meeting	15 min	Weekly	High	Completed	Team sync	Jane Smith	2023-01-18	2023-01-18	100%	100%	
2023	1	19	08:00	Office	Work	8 hours	Daily	Medium	In Progress	Final review	John Doe	2023-01-19	2023-01-19	95%	95%	
2023	1	20	09:00	Office	Work	8 hours	Daily	Medium	In Progress	Deployment	Jane Smith	2023-01-20	2023-01-20	100%	100%	
2023	1	21	10:00	Office	Meeting	30 min	Weekly	High	Completed	Post-deployment	John Doe	2023-01-21	2023-01-21	100%	100%	
2023	1	22	08:00	Office	Work	8 hours	Daily	Medium	In Progress	Monitoring	Jane Smith	2023-01-22	2023-01-22	80%	80%	
2023	1	23	09:00	Office	Work	8 hours	Daily	Medium	In Progress	Documentation	John Doe	2023-01-23	2023-01-23	65%	65%	
2023	1	24	10:00	Office	Meeting	15 min	Weekly	High	Completed	Review	Jane Smith	2023-01-24	2023-01-24	100%	100%	
2023	1	25	08:00	Office	Work	8 hours	Daily	Medium	In Progress	Implementing	John Doe	2023-01-25	2023-01-25	50%	50%	
2023	1	26	09:00	Office	Work	8 hours	Daily	Medium	In Progress	Testing	Jane Smith	2023-01-26	2023-01-26	70%	70%	
2023	1	27	10:00	Office	Meeting	30 min	Weekly	High	Completed	Review	John Doe	2023-01-27	2023-01-27	100%	100%	
2023	1	28	08:00	Office	Work	8 hours	Daily	Medium	In Progress	Deployment	Jane Smith	2023-01-28	2023-01-28	90%	90%	
2023	1	29	09:00	Office	Work	8 hours	Daily	Medium	In Progress	Monitoring	John Doe	2023-01-29	2023-01-29	85%	85%	
2023	1	30	10:00	Office	Meeting	15 min	Weekly	High	Completed	Final review	Jane Smith	2023-01-30	2023-01-30	100%	100%	
2023	1	31	08:00	Office	Work	8 hours	Daily	Medium	In Progress	Deployment	John Doe	2023-01-31	2023-01-31	100%	100%	

Year	Month	Day	Time	Location	Activity	Duration	Frequency	Priority	Notes	Responsible	Status	Start Date	End Date	Created	Updated
2023	1	1	08:00	Room 101	Meeting	15	1	High	Weekly meeting with team	John Doe	Completed	2023-01-01	2023-01-01	2023-01-01	2023-01-01
2023	1	2	09:00	Room 102	Workshop	30	1	Medium	Workshop on new software	Jane Smith	Completed	2023-01-02	2023-01-02	2023-01-02	2023-01-02
2023	1	3	10:00	Room 103	Training	45	1	Low	Training session for new hires	Mike Johnson	Completed	2023-01-03	2023-01-03	2023-01-03	2023-01-03
2023	1	4	11:00	Room 104	Review	20	1	High	Review of project progress	Sarah Lee	Completed	2023-01-04	2023-01-04	2023-01-04	2023-01-04
2023	1	5	12:00	Room 105	Break	15	1	Low	Lunch break	John Doe	Completed	2023-01-05	2023-01-05	2023-01-05	2023-01-05
2023	1	6	13:00	Room 106	Meeting	15	1	High	Meeting with stakeholders	Jane Smith	Completed	2023-01-06	2023-01-06	2023-01-06	2023-01-06
2023	1	7	14:00	Room 107	Workshop	30	1	Medium	Workshop on user experience	Mike Johnson	Completed	2023-01-07	2023-01-07	2023-01-07	2023-01-07
2023	1	8	15:00	Room 108	Training	45	1	Low	Training on data analysis	Sarah Lee	Completed	2023-01-08	2023-01-08	2023-01-08	2023-01-08
2023	1	9	16:00	Room 109	Review	20	1	High	Review of weekly tasks	John Doe	Completed	2023-01-09	2023-01-09	2023-01-09	2023-01-09
2023	1	10	17:00	Room 110	Break	15	1	Low	Tea break	Jane Smith	Completed	2023-01-10	2023-01-10	2023-01-10	2023-01-10
2023	1	11	18:00	Room 111	Meeting	15	1	High	Meeting with clients	Mike Johnson	Completed	2023-01-11	2023-01-11	2023-01-11	2023-01-11
2023	1	12	19:00	Room 112	Workshop	30	1	Medium	Workshop on marketing strategy	Sarah Lee	Completed	2023-01-12	2023-01-12	2023-01-12	2023-01-12
2023	1	13	20:00	Room 113	Training	45	1	Low	Training on customer service	John Doe	Completed	2023-01-13	2023-01-13	2023-01-13	2023-01-13
2023	1	14	21:00	Room 114	Review	20	1	High	Review of project milestones	Jane Smith	Completed	2023-01-14	2023-01-14	2023-01-14	2023-01-14
2023	1	15	22:00	Room 115	Break	15	1	Low	Dinner break	Mike Johnson	Completed	2023-01-15	2023-01-15	2023-01-15	2023-01-15
2023	1	16	23:00	Room 116	Meeting	15	1	High	Meeting with management	Sarah Lee	Completed	2023-01-16	2023-01-16	2023-01-16	2023-01-16
2023	1	17	00:00	Room 117	Workshop	30	1	Medium	Workshop on financial planning	John Doe	Completed	2023-01-17	2023-01-17	2023-01-17	2023-01-17
2023	1	18	01:00	Room 118	Training	45	1	Low	Training on legal compliance	Jane Smith	Completed	2023-01-18	2023-01-18	2023-01-18	2023-01-18
2023	1	19	02:00	Room 119	Review	20	1	High	Review of quarterly reports	Mike Johnson	Completed	2023-01-19	2023-01-19	2023-01-19	2023-01-19
2023	1	20	03:00	Room 120	Break	15	1	Low	Breakfast break	Sarah Lee	Completed	2023-01-20	2023-01-20	2023-01-20	2023-01-20
2023	1	21	04:00	Room 121	Meeting	15	1	High	Meeting with investors	John Doe	Completed	2023-01-21	2023-01-21	2023-01-21	2023-01-21
2023	1	22	05:00	Room 122	Workshop	30	1	Medium	Workshop on product development	Jane Smith	Completed	2023-01-22	2023-01-22	2023-01-22	2023-01-22
2023	1	23	06:00	Room 123	Training	45	1	Low	Training on sales techniques	Mike Johnson	Completed	2023-01-23	2023-01-23	2023-01-23	2023-01-23
2023	1	24	07:00	Room 124	Review	20	1	High	Review of project budget	Sarah Lee	Completed	2023-01-24	2023-01-24	2023-01-24	2023-01-24
2023	1	25	08:00	Room 125	Break	15	1	Low	Breakfast break	John Doe	Completed	2023-01-25	2023-01-25	2023-01-25	2023-01-25
2023	1	26	09:00	Room 126	Meeting	15	1	High	Meeting with partners	Jane Smith	Completed	2023-01-26	2023-01-26	2023-01-26	2023-01-26
2023	1	27	10:00	Room 127	Workshop	30	1	Medium	Workshop on innovation	Mike Johnson	Completed	2023-01-27	2023-01-27	2023-01-27	2023-01-27
2023	1	28	11:00	Room 128	Training	45	1	Low	Training on team management	Sarah Lee	Completed	2023-01-28	2023-01-28	2023-01-28	2023-01-28
2023	1	29	12:00	Room 129	Review	20	1	High	Review of project risks	John Doe	Completed	2023-01-29	2023-01-29	2023-01-29	2023-01-29
2023	1	30	13:00	Room 130	Break	15	1	Low	Lunch break	Jane Smith	Completed	2023-01-30	2023-01-30	2023-01-30	2023-01-30
2023	1	31	14:00	Room 131	Meeting	15	1	High	Meeting with board	Mike Johnson	Completed	2023-01-31	2023-01-31	2023-01-31	2023-01-31
2023	2	1	15:00	Room 132	Workshop	30	1	Medium	Workshop on strategic planning	Sarah Lee	Completed	2023-02-01	2023-02-01	2023-02-01	2023-02-01
2023	2	2	16:00	Room 133	Training	45	1	Low	Training on project management	John Doe	Completed	2023-02-02	2023-02-02	2023-02-02	2023-02-02
2023	2	3	17:00	Room 134	Review	20	1	High	Review of project status	Jane Smith	Completed	2023-02-03	2023-02-03	2023-02-03	2023-02-03
2023	2	4	18:00	Room 135	Break	15	1	Low	Tea break	Mike Johnson	Completed	2023-02-04	2023-02-04	2023-02-04	2023-02-04
2023	2	5	19:00	Room 136	Meeting	15	1	High	Meeting with team	Sarah Lee	Completed	2023-02-05	2023-02-05	2023-02-05	2023-02-05
2023	2	6	20:00	Room 137	Workshop	30	1	Medium	Workshop on customer feedback	John Doe	Completed	2023-02-06	2023-02-06	2023-02-06	2023-02-06
2023	2	7	21:00	Room 138	Training	45	1	Low	Training on data visualization	Jane Smith	Completed	2023-02-07	2023-02-07	2023-02-07	2023-02-07
2023	2	8	22:00	Room 139	Review	20	1	High	Review of project outcomes	Mike Johnson	Completed	2023-02-08	2023-02-08	2023-02-08	2023-02-08
2023	2	9	23:00	Room 140	Break	15	1	Low	Dinner break	Sarah Lee	Completed	2023-02-09	2023-02-09	2023-02-09	2023-02-09
2023	2	10	00:00	Room 141	Meeting	15	1	High	Meeting with clients	John Doe	Completed	2023-02-10	2023-02-10	2023-02-10	2023-02-10
2023	2	11	01:00	Room 142	Workshop	30	1	Medium	Workshop on marketing automation	Jane Smith	Completed	2023-02-11	2023-02-11	2023-02-11	2023-02-11
2023	2	12	02:00	Room 143	Training	45	1	Low	Training on social media	Mike Johnson	Completed	2023-02-12	2023-02-12	2023-02-12	2023-02-12
2023	2	13	03:00	Room 144	Review	20	1	High	Review of project budget	Sarah Lee	Completed	2023-02-13	2023-02-13	2023-02-13	2023-02-13
2023	2	14	04:00	Room 145	Break	15	1	Low	Breakfast break	John Doe	Completed	2023-02-14	2023-02-14	2023-02-14	2023-02-14
2023	2	15	05:00	Room 146	Meeting	15	1	High	Meeting with partners	Jane Smith	Completed	2023-02-15	2023-02-15	2023-02-15	2023-02-15
2023	2	16	06:00	Room 147	Workshop	30	1	Medium	Workshop on innovation	Mike Johnson	Completed	2023-02-16	2023-02-16	2023-02-16	2023-02-16
2023	2	17	07:00	Room 148	Training	45	1	Low	Training on team management	Sarah Lee	Completed	2023-02-17	2023-02-17	2023-02-17	2023-02-17
2023	2	18	08:00	Room 149	Review	20	1	High	Review of project risks	John Doe	Completed	2023-02-18	2023-02-18	2023-02-18	2023-02-18
2023	2	19	09:00	Room 150	Break	15	1	Low	Lunch break	Jane Smith	Completed	2023-02-19	2023-02-19	2023-02-19	2023-02-19
2023	2	20	10:00	Room 151	Meeting	15	1	High	Meeting with board	Mike Johnson	Completed	2023-02-20	2023-02-20	2023-02-20	2023-02-20
2023	2	21	11:00	Room 152	Workshop	30	1	Medium	Workshop on strategic planning	Sarah Lee	Completed	2023-02-21	2023-02-21	2023-02-21	2023-02-21
2023	2	22	12:00	Room 153	Training	45	1	Low	Training on project management	John Doe	Completed	2023-02-22	2023-02-22	2023-02-22	2023-02-22
2023	2	23	13:00	Room 154	Review	20	1	High	Review of project status	Jane Smith	Completed	2023-02-23	2023-02-23	2023-02-23	2023-02-23
2023	2	24	14:00	Room 155	Break	15	1	Low	Tea break	Mike Johnson	Completed	2023-02-24	2023-02-24	2023-02-24	2023-02-24
2023	2	25	15:00	Room 156	Meeting	15	1	High	Meeting with team	Sarah Lee	Completed	2023-02-25	2023-02-25	2023-02-25	2023-02-25
2023	2	26	16:00	Room 157	Workshop	30	1	Medium	Workshop on customer feedback	John Doe	Completed	2023-02-26	2023-02-26	2023-02-26	2023-02-26
2023	2	27	17:00	Room 158	Training	45	1	Low	Training on data visualization	Jane Smith	Completed	2023-02-27	2023-02-27	2023-02-27	2023-02-27
2023	2	28	18:00	Room 159	Review	20	1	High	Review of project outcomes	Mike Johnson	Completed	2023-02-28	2023-02-28	2023-02-28	2023-02-28
2023	2	29	19:00	Room 160	Break	15	1	Low	Dinner break	Sarah Lee	Completed	2023-02-29	2023-02-29	2023-02-29	2023-02-29
2023	2	30	20:00	Room 161	Meeting	15	1	High	Meeting with clients	John Doe	Completed	2023-03-01	2023-03-01	2023-03-01	2023-03-01
2023	2	31	21:00	Room 162	Workshop	30	1	Medium	Workshop on marketing automation	Jane Smith	Completed	2023-03-02	2023-03-02	2023-03-02	2023-03-02
2023	3	1	22:00	Room 163	Training	45	1	Low	Training on social media	Mike Johnson	Completed	2023-03-03	2023-03-03	2023-03-03	2023-03-03
2023	3	2	23:00	Room 164	Review	20	1	High	Review of project budget	Sarah Lee	Completed	2023-03-04	2023-03-04	2023-03-04	2023-03-04
2023	3	3	00:00	Room 165	Break	15	1	Low	Breakfast break	John Doe	Completed	2023-03-05	2023-03-05	2023-03-05	2023-03-05
2023	3	4	01:00	Room 166	Meeting	15	1	High	Meeting with partners	Jane Smith	Completed	2023-03-06	2023-03-06	2023-03-06	2023-03-06
2023	3	5	02:00	Room 167	Workshop	30	1	Medium	Workshop on innovation	Mike Johnson	Completed	2023-03-07	2023-03-07	2023-03-07	2023-03-07
2023	3	6	03:00	Room 168	Training	45	1	Low	Training on team management	Sarah Lee	Completed	2023-03-08	2023-03-08	2023-03-08	2023-03-08
2023	3	7	04:00	Room 169	Review	20	1	High	Review of project risks	John Doe	Completed	2023-03-09	2023-03-09	2023-03-09	2023-03-09
2023	3	8	05:00	Room 170	Break	15	1	Low	Lunch break	Jane Smith	Completed	2023-03-10	2023-03-10	2023-03-10	2023-03-10
2023	3	9	06:00	Room 171	Meeting	15	1	High	Meeting with board	Mike Johnson	Completed	2023-03-11	2023-03-11	2023-03-11	2023-03-11
2023	3	10	07:00	Room 172	Workshop	30	1	Medium	Workshop on strategic planning	Sarah Lee	Completed	2023-03-12	2023-03-12	2023-03-12	2023-03-12
2023	3	11	08:00	Room 173	Training	45	1	Low	Training on project management	John Doe	Completed	2023-03-13	2023-03-13	2023-03-13	2023-03-13
2023	3	12	09:00	Room 174	Review	20	1	High	Review of project status	Jane Smith	Completed	2023-03-14	2023-03-14	2023-03-14	2023-03-14
2023	3	13	10:00	Room 175	Break	15	1	Low	Tea break	Mike Johnson	Completed	2023-03-15	2023-03-15	2023-03-15	2023-03-15
2023	3	14	11:00	Room 176	Meeting	15	1	High	Meeting with team	Sarah Lee	Completed	2023-03-16	2023-03-16	2023-03-16	2023-03-16
2023	3	15	12:00	Room 177	Workshop	30	1	Medium	Workshop on customer feedback	John Doe	Completed	2023-03-17	2023-03-17	2023-03-17	2023-03-17
2023	3	16	13:00	Room 178	Training	45	1	Low	Training on data visualization	Jane Smith	Completed	2023-03-18	2023-03-18	2023-03-18	2023-03-18
2023	3	17	14:00	Room 179	Review	20	1	High	Review of project outcomes	Mike Johnson	Completed	2023-03-19	2023-03-19	2023-03-19	2023-03-19
2023	3	18	15:00	Room 180	Break	15	1	Low	Dinner break	Sarah Lee	Completed				

