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Task Overview					Tracking & Performance Details									
ID	Project Name	Status	Priority	Assignee	Start Date	End Date	Progress %	Q1	Q2	Q3	Q4	Q5	Overall Avg Score	
Project A														
TA-001	Task Title Description	Done	High	J. Doe	2023-01-01	2023-01-15	100%	95	90	85	80	75	85	
TA-002	Task Title Description	Done	Medium	A. Smith	2023-01-01	2023-01-15	100%	90	85	80	75	70	82	
TA-003	Task Title Description	Done	Low	M. Johnson	2023-01-01	2023-01-15	100%	85	80	75	70	65	78	
TA-004	Task Title Description	Done	High	S. Lee	2023-01-01	2023-01-15	100%	80	75	70	65	60	72	
TA-005	Task Title Description	Done	Medium	K. Brown	2023-01-01	2023-01-15	100%	75	70	65	60	55	68	
Project B														
TB-001	Task Title Description	Done	High	J. Doe	2023-02-01	2023-02-15	100%	95	90	85	80	75	85	
TB-002	Task Title Description	Done	Medium	A. Smith	2023-02-01	2023-02-15	100%	90	85	80	75	70	82	
TB-003	Task Title Description	Done	Low	M. Johnson	2023-02-01	2023-02-15	100%	85	80	75	70	65	78	
TB-004	Task Title Description	Done	High	S. Lee	2023-02-01	2023-02-15	100%	80	75	70	65	60	72	
TB-005	Task Title Description	Done	Medium	K. Brown	2023-02-01	2023-02-15	100%	75	70	65	60	55	68	
Project C														
TC-001	Task Title Description	Done	High	J. Doe	2023-03-01	2023-03-15	100%	95	90	85	80	75	85	
TC-002	Task Title Description	Done	Medium	A. Smith	2023-03-01	2023-03-15	100%	90	85	80	75	70	82	
TC-003	Task Title Description	Done	Low	M. Johnson	2023-03-01	2023-03-15	100%	85	80	75	70	65	78	
TC-004	Task Title Description	Done	High	S. Lee	2023-03-01	2023-03-15	100%	80	75	70	65	60	72	
TC-005	Task Title Description	Done	Medium	K. Brown	2023-03-01	2023-03-15	100%	75	70	65	60	55	68	
Project D														
TD-001	Task Title Description	Done	High	J. Doe	2023-04-01	2023-04-15	100%	95	90	85	80	75	85	
TD-002	Task Title Description	Done	Medium	A. Smith	2023-04-01	2023-04-15	100%	90	85	80	75	70	82	
TD-003	Task Title Description	Done	Low	M. Johnson	2023-04-01	2023-04-15	100%	85	80	75	70	65	78	
TD-004	Task Title Description	Done	High	S. Lee	2023-04-01	2023-04-15	100%	80	75	70	65	60	72	
TD-005	Task Title Description	Done	Medium	K. Brown	2023-04-01	2023-04-15	100%	75	70	65	60	55	68	

Toolkit Project Management Tools

Rachel S Tattersall



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Project Management for Small to Medium Sized Projects John J. Rakos,1990 M CREATED Project Management Best Practices Harold Kerzner,2006-07-12 Project Management Best Practices focuses on such companies as Computer Associates Symcor and Satyam It presents new information from companies who have been unheard from in the past though they represent some of the largest growth areas in the world today **Field Guide to Project Management** David I. Cleland,2004-07-29 Publisher Description *The Project Management Communications Toolkit, Second Edition* Carl Pritchard,2013-11-01 Effective communication is the most powerful tool a manager can use This is especially true for project managers who are tasked with coordinating the efforts of every project member as well as maintaining an open dialog with senior executives Helping professionals achieve a high level of communications expertise is the goal of this second edition book and CD ROM package The book explains how to energize projects create momentum and achieve success by talking and listening to staff members Moreover it teaches how to effectively communicate project status and requirements to executive management The valuable CD ROM supplies the tools to do the job right ready to use documents forms reports and project templates that help ensure effective clear and consistent communication This second edition also includes new changes from A Guide to the Project Management Body of Knowledge PMBOK Fifth Edition as well as new material on evolving tools such as social media As new technology has found its way to the marketplace simple approaches from years gone by are modified for cloud sharing tools social media and other considerations

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