

# Ultimate Project Management Toolkit

EVERYTHING YOU NEED TO LAUNCH AND MANAGE A PROJECT

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8 Templates



Excel Sheets



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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	80	
TA-003	Task Title Description	Done	Low	M. Johnson	2023-01-01	2023-01-15	100%	85	80	75	70	65	75	
TA-004	Task Title Description	Done	High	S. Lee	2023-01-01	2023-01-15	100%	80	75	70	65	60	70	
TA-005	Task Title Description	Done	Medium	K. Brown	2023-01-01	2023-01-15	100%	75	70	65	60	55	65	
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	80	
TB-003	Task Title Description	Done	Low	M. Johnson	2023-02-01	2023-02-15	100%	85	80	75	70	65	75	
TB-004	Task Title Description	Done	High	S. Lee	2023-02-01	2023-02-15	100%	80	75	70	65	60	70	
TB-005	Task Title Description	Done	Medium	K. Brown	2023-02-01	2023-02-15	100%	75	70	65	60	55	65	
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	80	
TC-003	Task Title Description	Done	Low	M. Johnson	2023-03-01	2023-03-15	100%	85	80	75	70	65	75	
TC-004	Task Title Description	Done	High	S. Lee	2023-03-01	2023-03-15	100%	80	75	70	65	60	70	
TC-005	Task Title Description	Done	Medium	K. Brown	2023-03-01	2023-03-15	100%	75	70	65	60	55	65	
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	80	
TD-003	Task Title Description	Done	Low	M. Johnson	2023-04-01	2023-04-15	100%	85	80	75	70	65	75	
TD-004	Task Title Description	Done	High	S. Lee	2023-04-01	2023-04-15	100%	80	75	70	65	60	70	
TD-005	Task Title Description	Done	Medium	K. Brown	2023-04-01	2023-04-15	100%	75	70	65	60	55	65	

# Toolkit Project Management Tools

**R. Stewart**



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