

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 Title	Status	Priority	Assignee	Start Date	End Date	Progress %	Q1	Q2	Q3	Q4	Q5	Overall Avg Score	
Project A														
TA-1	Task Title	Done	High	John	2023-01-01	2023-01-15	100%	95	90	85	80	75	85	
TA-2	Task Title	Done	Medium	Jane	2023-01-01	2023-01-15	100%	90	85	80	75	70	80	
TA-3	Task Title	Done	Low	Mike	2023-01-01	2023-01-15	100%	85	80	75	70	65	75	
TA-4	Task Title	Done	High	Sarah	2023-01-01	2023-01-15	100%	90	85	80	75	70	80	
TA-5	Task Title	Done	Medium	David	2023-01-01	2023-01-15	100%	85	80	75	70	65	75	
Project B														
TB-1	Task Title	Done	High	John	2023-02-01	2023-02-15	100%	95	90	85	80	75	85	
TB-2	Task Title	Done	Medium	Jane	2023-02-01	2023-02-15	100%	90	85	80	75	70	80	
TB-3	Task Title	Done	Low	Mike	2023-02-01	2023-02-15	100%	85	80	75	70	65	75	
TB-4	Task Title	Done	High	Sarah	2023-02-01	2023-02-15	100%	90	85	80	75	70	80	
TB-5	Task Title	Done	Medium	David	2023-02-01	2023-02-15	100%	85	80	75	70	65	75	
Project C														
TC-1	Task Title	Done	High	John	2023-03-01	2023-03-15	100%	95	90	85	80	75	85	
TC-2	Task Title	Done	Medium	Jane	2023-03-01	2023-03-15	100%	90	85	80	75	70	80	
TC-3	Task Title	Done	Low	Mike	2023-03-01	2023-03-15	100%	85	80	75	70	65	75	
TC-4	Task Title	Done	High	Sarah	2023-03-01	2023-03-15	100%	90	85	80	75	70	80	
TC-5	Task Title	Done	Medium	David	2023-03-01	2023-03-15	100%	85	80	75	70	65	75	
Project D														
TD-1	Task Title	Done	High	John	2023-04-01	2023-04-15	100%	95	90	85	80	75	85	
TD-2	Task Title	Done	Medium	Jane	2023-04-01	2023-04-15	100%	90	85	80	75	70	80	
TD-3	Task Title	Done	Low	Mike	2023-04-01	2023-04-15	100%	85	80	75	70	65	75	
TD-4	Task Title	Done	High	Sarah	2023-04-01	2023-04-15	100%	90	85	80	75	70	80	
TD-5	Task Title	Done	Medium	David	2023-04-01	2023-04-15	100%	85	80	75	70	65	75	

Project Management Tools Toolkit

VM Jensen



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