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| Task ID | Task Description | Task Window of completion | Start date | End Date | 100526798 | 100537490 | 100505547 | 100513895 | 100474287 | 100526152 |
| 1 | Planning part 1 | 28 | 16-Feb-22 | 16-Mar-22 |  |  |  |  |  |  |
| 2 | Accessing emails using python | 5 | 16-Mar-22 | 20-Mar-22 |  |  |  |  |  |  |
| 3 | Parse a piece of text | 4 | 20-Mar-22 | 23-Mar-22 |  |  |  |  |  |  |
| 4 | Parse email | 4 | 23-Mar-22 | 26-Mar-22 |  |  |  |  |  |  |
| 5 | Create calendar event | 5 | 26-Mar-22 | 30-Mar-22 |  |  |  |  |  |  |
| 6 | Parse a email successfully on calendar | 5 | 26-Mar-22 | 30-Mar-22 |  |  |  |  |  |  |
| 7 | Part 1 runs continually | 28 | 30-Mar-22 | 27-Apr-22 |  |  |  |  |  |  |
| 8 | Moving email once complete to junk | 6 | 27-Apr-22 | 02-May-22 |  |  |  |  |  |  |
| 9 | Create new folder in outlook | 6 | 02-May-22 | 07-May-22 |  |  |  |  |  |  |
| 10 | Move email to new folder | 4 | 07-May-22 | 10-May-22 |  |  |  |  |  |  |
| 11 | Testing | 11 | 10-May-22 | 20-May-22 |  |  |  |  |  |  |

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| Task ID | Task Description | Task Window of completion | Start date | End Date | 100526798 | 100537490 | 100505547 | 100513895 | 100474287 | 100526152 |
| 1 | Setting up a group chart for group | 1 | 09-Feb-22 | 10-Feb-22 |  |  |  |  |  |  |
| 2 | First meeting with sponsor | 1 | 16-Feb-22 | 17-Feb-22 |  |  |  |  |  |  |
| 3 | Set up GitHub account | 1 | 23-Feb-22 | 24-Feb-22 |  |  |  |  |  |  |
| 4 | Plan what members are doing what | 7 | 02-Mar-22 | 09-Mar-22 |  |  |  |  |  |  |
| 5 | Define non-functional requirements | 7 | 11-May-22 | 18-May22 |  |  |  |  |  |  |
| 6 | Define functional requirements | 7 | 11-May-22 | 18-May-22 |  |  |  |  |  |  |
| 7 | Summary of project | 7 | 11-May-22 | 18-May-22 |  |  |  |  |  |  |
| 8 | Statement of scope | 7 | 11-May-22 | 18-May-22 |  |  |  |  |  |  |
| 9 | Gantt charts | 5 | 15-May-22 | 19-May-22 |  |  |  |  |  |  |
| 10 | Task tables | 5 | 15-May-22 | 19-May-22 |  |  |  |  |  |  |
| 11 | Hierarchical breakdown | 5 | 15-May-22 | 19-May-22 |  |  |  |  |  |  |
| 12 | Compile all work into one folder | 1 | 19-May-22 | 19-May-22 |  |  |  |  |  |  |
| 13 | Submission | 1 | 19-May-22 | 20-May-22 |  |  |  |  |  |  |



