

## Team Task Completion Report

Submitted by: Abdullah Amjad

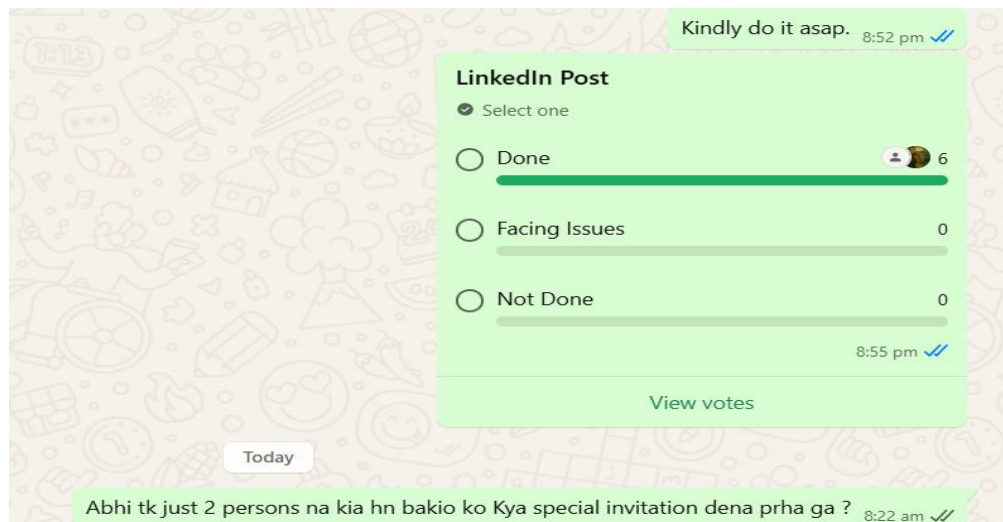
Date: 26-06-2025

### Task Overview:

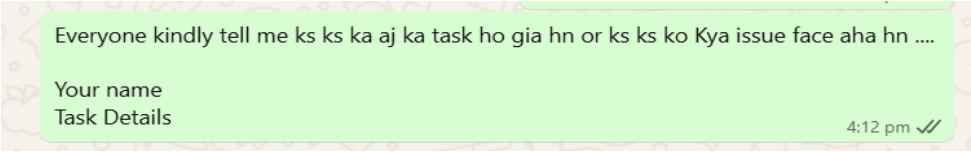
- Task Assigned: Team members were instructed to complete a LinkedIn post and update their status via a poll.
- Expected Outcome: All members to mark their status as "Done," "Facing Issues," or "Not Done" by the deadline.

### Current Status:

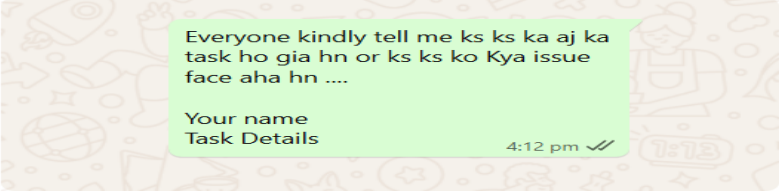
1. Initial Response (Yesterday):
  - Only 2 team members marked the poll as "Done."
  - No responses from the rest of the team.



2. First Reminder (Today, Morning):
  - A general reminder was sent to the team.
  - A few additional members responded, but a significant number remain pending.
3. Second Follow-up (Today, 4:12 PM):
  - A direct message was sent asking members to confirm task completion or report issues.
  - Responses Received: Only Sidra, Khizar, and Hasham communicated their status/issues.

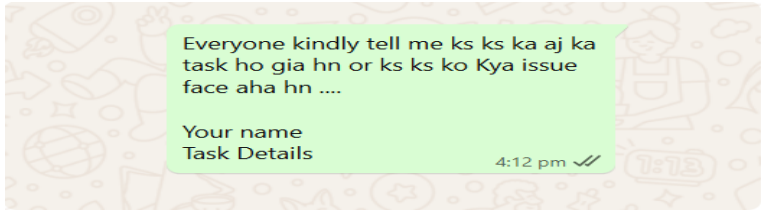






- No Response: Majority of the team ignored the message (seen but no reply).



✓✓ Read by


-  **Hamza Prosensia Worker**  
Today at 4:38 pm
-  **Hasham Iqbal**  
Today at 4:15 pm
-  ~ .  
Today at 6:22 pm +92 319 2301754
-  ~   
Today at 4:12 pm +92 332 5200019
-  ~ **Furqan Adeel**  
Today at 4:16 pm +92 334 5151939
-  ~ **Furqan Ali!!!**



-  ~ **Khizar**  
Today at 4:25 pm +92 344 8260340
-  ~ **M. Abdullah**  
Today at 7:56 pm +92 303 9146636
-  ~ **mahadmustafa**  
Today at 4:51 pm +92 302 8656863
-  ~ **Sidraa**  
Today at 7:09 pm +92 335 8013288

1 remaining

✓✓ Delivered to

-  ~ **Hassan Ashraf Khan**  
Today at 6:19 pm +92 309 4555534

**Key Issues Identified:**

- Low Participation: Despite reminders, most team members did not complete the task or update their status.
  - Lack of Accountability: Members are ignoring follow-up messages, indicating a disregard for task deadlines.
  - Poor Communication: Only 3 members proactively reported issues; others failed to communicate challenges.
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