IT Supervisor Readiness Web Portfolio

Project Start: Mon, 5/26/2025

	Today: Fri, 8/8/2025																																			
	Display Week			1		May 26, 2025		Jun 2, 2025			Jun 9, 2025			Jun 16, 2025		Jun 23, 2025			Jun 30, 2025		Jul 7, 2025			Jul 14, 2025			Jul 21, 2025			Jul 28, 2025		Aug 4, 2025			Aug 11, 2025	
					26 27	28 29 3	31 1	2 3 4	5 6 7	8 9	10 11 12	13 14 1	5 16 17	18 19 2	0 21 22	23 24 2	5 26 27	28 29	30 1 2 3	4 5	6 7 8	9 10 1	1 12 13	14 15 1	6 17 18	19 20 21	22 23	24 25 26	27 28	29 30 31	1 2	3 4 5	6 7 8	9 10 1	1 12 13	14 15 16 17
TASK	STATUS	PROGRESS	START	END															м т w т																	T F S S
Milestone 1 : Communication & Coaching (June)																																				
Submit Proposal and Gantt Chart Template	Completed	100%	5/26/25	6/8/25																																
Submit communication tool Template	Completed	100%	6/9/25	6/29/25																																
Submit Coaching Plan Template	Completed	100%	6/16/25	6/29/25																																
Milestone 2 : KPIs, Budget & Leadership (July)																																				
Submit Customer Service & Escalation Toolkit	Completed	100%	6/30/25	7/3/25																																
Submit KPI Dashboard & Mini Budget Template	Completed	100%	7/4/25	7/5/25																																
Submit Team Leadership & HR Templates	Completed	100%	7/6/25	7/7/25																																
Milestone 3: Ethics, Culture & Final Integration (Augus	t)																																			
Submit Ethics & Cultural Adaptation Plan Template	Upcoming	100%	7/28/25	8/3/25																																
Finalize Website Design and Integration	Upcoming	0%	8/4/25	8/10/25																																
Submit Video Presentation and Publish website	Upcoming	0%	8/11/25	8/15/25																																