IT Supervisor Readiness
Web Portfolio

Project Start:	Mon, 5/26/2025
Today:	Fri, 8/8/2025
Display Week:	1

TASK	STATUS	PROGRESS	START	END
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 (August)				
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