Tasks' Details							
Cli	ent : Rezaid- D	Digital Marl	Period: 03/02/2023 - 13/02/2023				
	Total Ho	urs : 22.3	Total Days : 2.8				
Date	Task Owner	Hours	Main Task	Description			
	Feb 01, 2023 -	Feb 03, 2023	Days : 1.6				
	February	y Week 1	Hours: 13.0				
03-02-2023	Azad Khan	7.50	Video	- Research and storyboarding of "Paid social" animated video for youtube (7) - Edits in "Public relations" animated youtube video (0.5)			
03-02-2023	Hamayun Rasheed	1.00	Social Media	SM posting			
03-02-2023	Muhammad Mohsin	4.50	Design	Behance Post Research			
	Feb 06, 2023	- Feb 10, 2023		Days : 1.2			
		- Feb 10, 2023 y Week 2		Days : 1.2 Hours : 9.3			
06-02-2023			Video	<u>-</u>			
06-02-2023 06-02-2023	February	/ Week 2	Video Project Management	Hours: 9.3			
	February Azad Khan Hamayun	y Week 2 2.00	Project	Hours: 9.3 Storyboarding of "Paid social" animated youtube video			
06-02-2023	February Azad Khan Hamayun Rasheed	2.00 1.00	Project Management Database	Hours: 9.3 Storyboarding of "Paid social" animated youtube video monday.com (Board creation + tasks)			
06-02-2023	February Azad Khan Hamayun Rasheed Fatima Butt Hamayun	y Week 2 2.00 1.00 0.30	Project Management Database Management Project	Hours: 9.3 Storyboarding of "Paid social" animated youtube video monday.com (Board creation + tasks) Ems data entries Internal meeting Monday.com task planning Resource Allocation			
06-02-2023 07-02-2023	February Azad Khan Hamayun Rasheed Fatima Butt Hamayun Rasheed	y Week 2 2.00 1.00 0.30	Project Management Database Management Project Management Database	Hours: 9.3 Storyboarding of "Paid social" animated youtube video monday.com (Board creation + tasks) Ems data entries Internal meeting Monday.com task planning Resource Allocation Hours setup			
06-02-2023 07-02-2023 07-02-2023	February Azad Khan Hamayun Rasheed Fatima Butt Hamayun Rasheed Fatima Butt	y Week 2 2.00 1.00 0.30 4.00	Project Management Database Management Project Management Database Management Database Database	Hours: 9.3 Storyboarding of "Paid social" animated youtube video monday.com (Board creation + tasks) Ems data entries Internal meeting Monday.com task planning Resource Allocation Hours setup Ems data entries			



Tasks' Details							
Client	t : Rezaid- Bus	iness Deve	Period: 03/02/2023 - 13/02/2023				
	Total Ho	urs : 10.0	Total Days : 1.3				
Date	Task Owner	Hours	Main Task	Description			
	Feb 06, 2023	- Feb 10, 2023	Days : 1.3				
	February	y Week 2	Hours : 10.0				
06-02-2023	Faisal Hameed	4.00	Research and Development	Interviews - 2 hrs Meeting with Adil - 0.5 hrs Meeting with Moneeb - 1.5 hrs			
07-02-2023	Faisal Hameed	3.00	Research and Development	Interviews Standup Meeting with Moneeb.			
08-02-2023	Faisal Hameed	3.00	Research and Development	Interviews Client Meeting (Adil) Meeting with Moneeb. Standup points Status update for sprint 3a and 3c			

