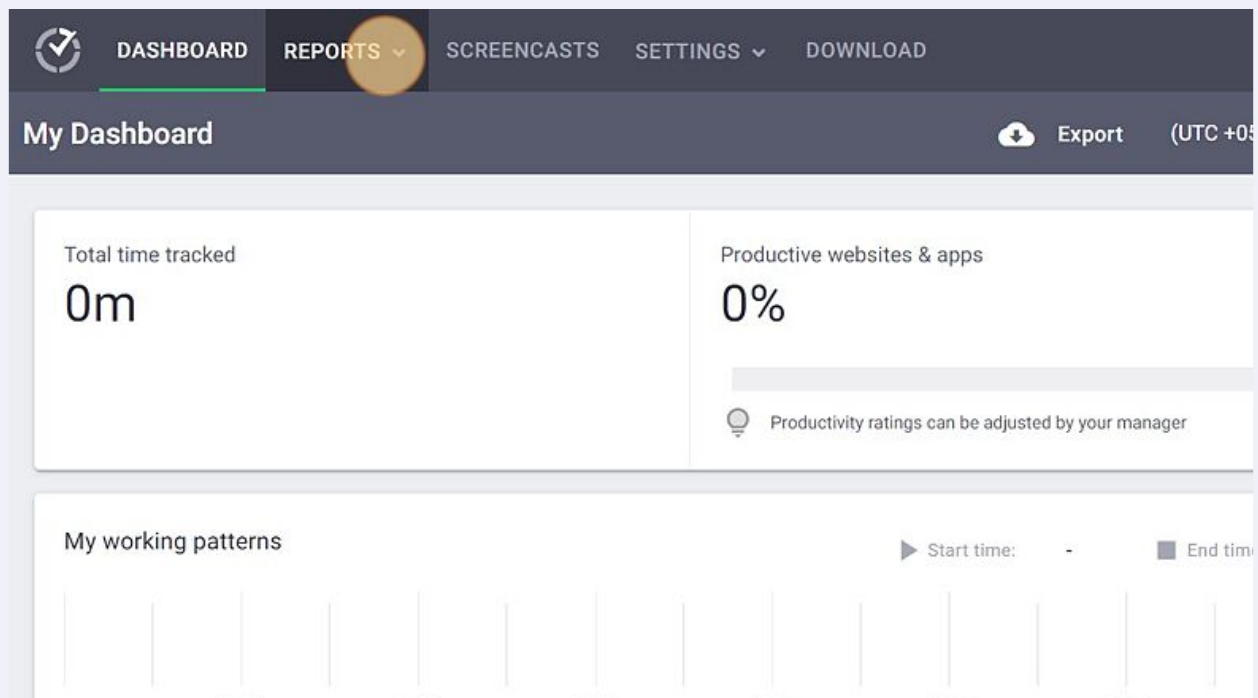


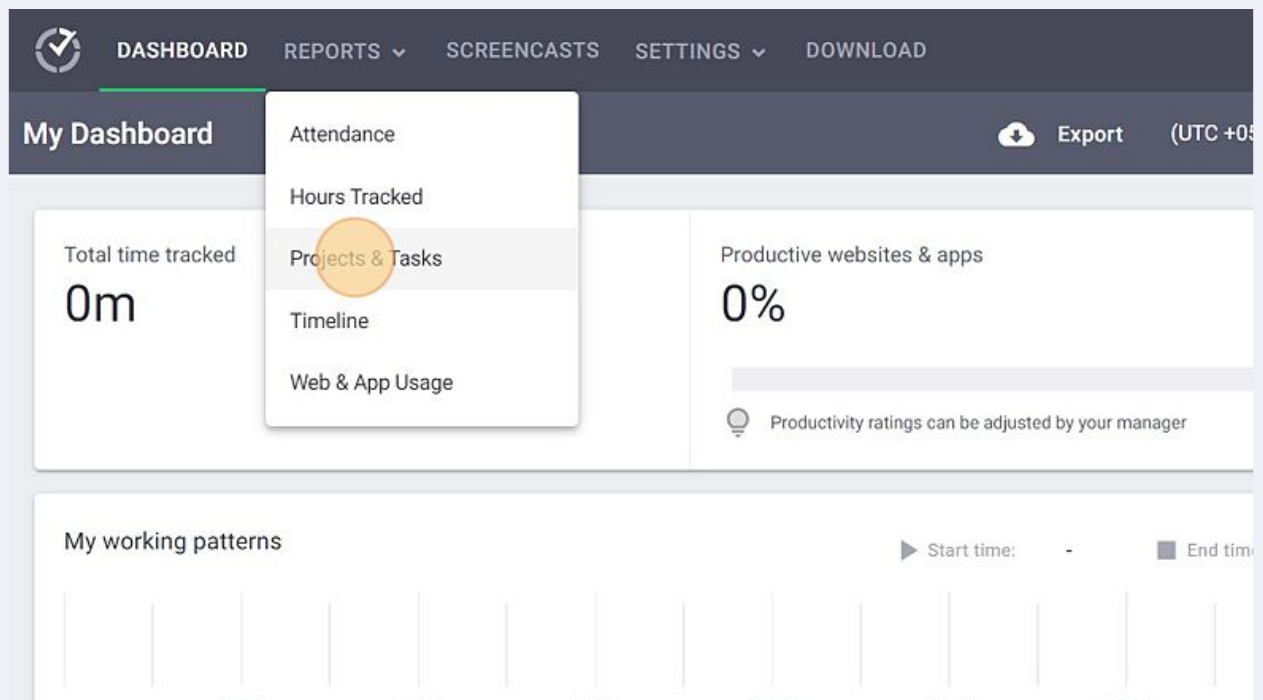
How to Export and Format TimeLog Data

1 Navigate to 2.timedoctor.com/dashboard-individual

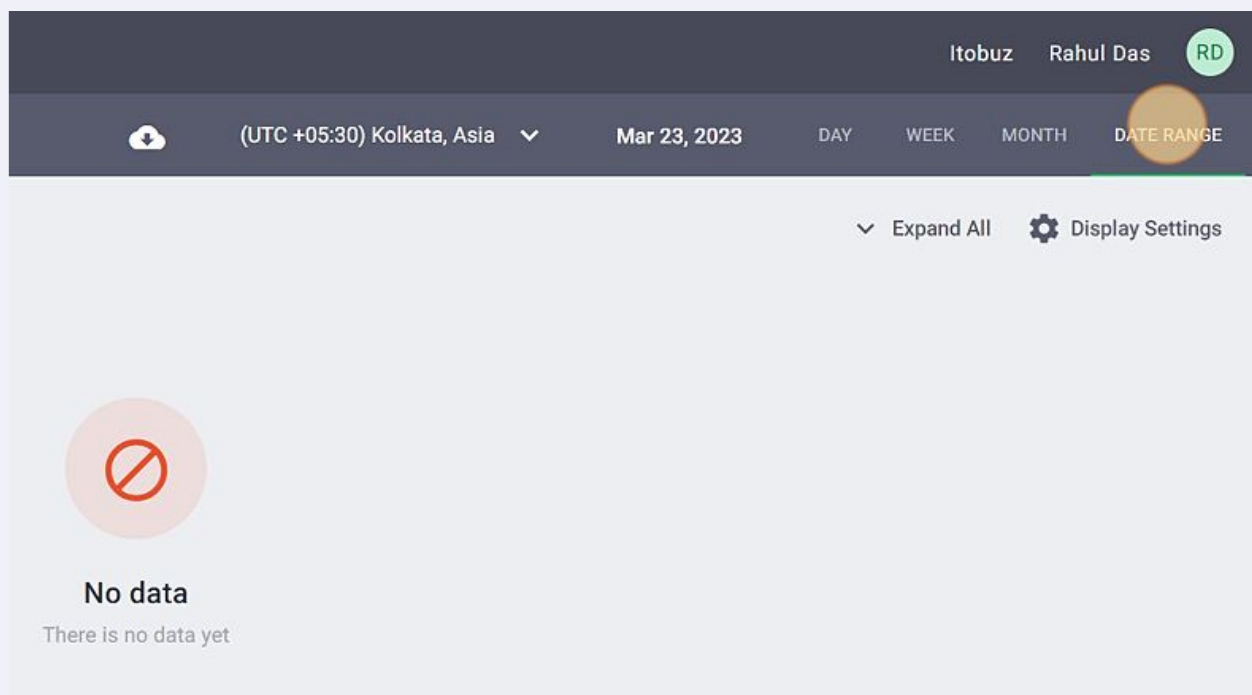
2 Click "keyboard_arrow_down"



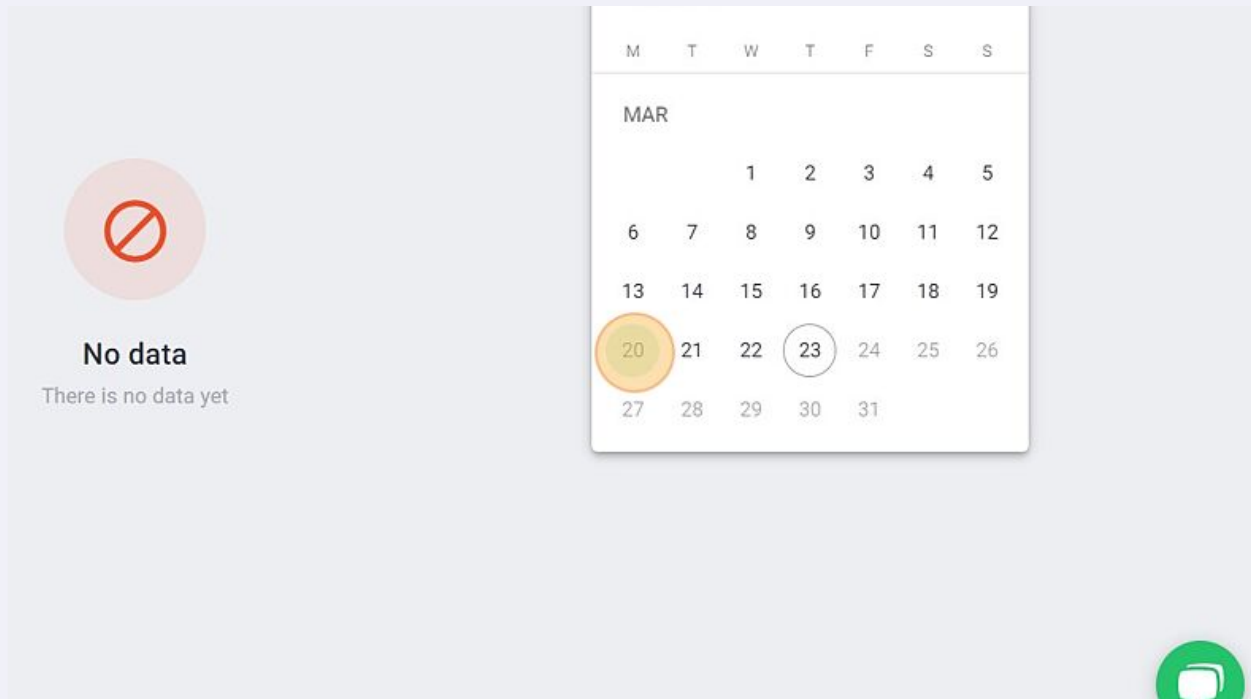
3 Click "Projects & Tasks"



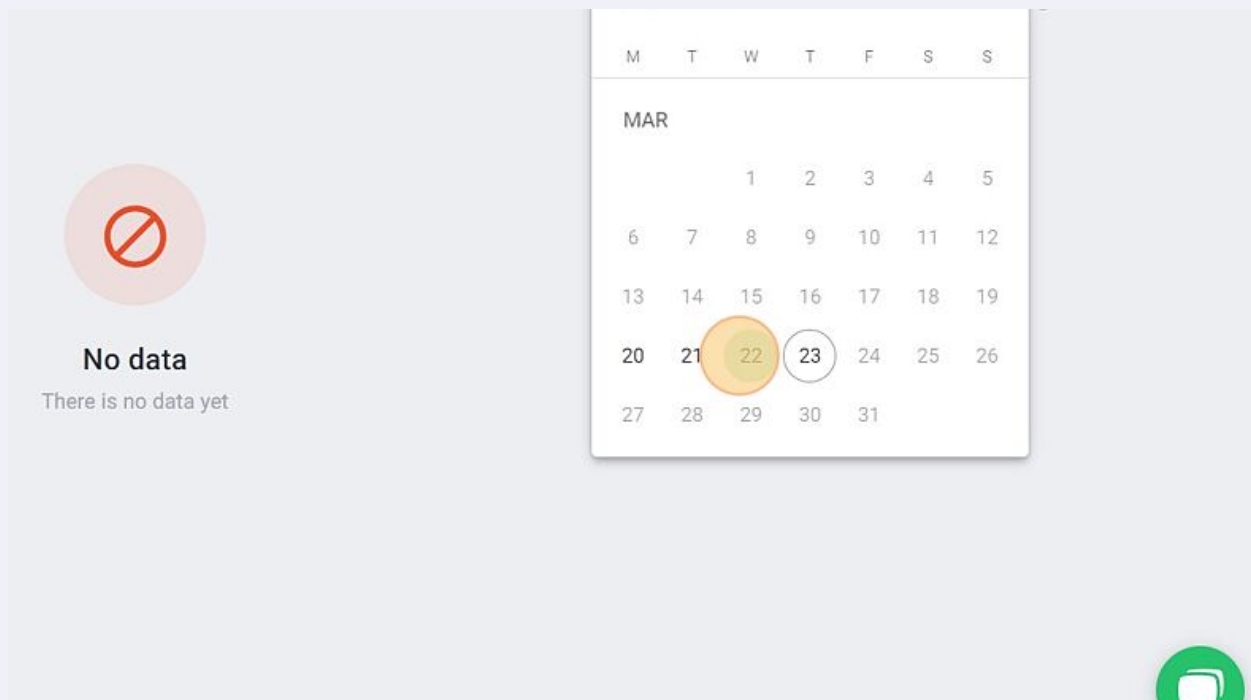
4 Click "DATE RANGE"



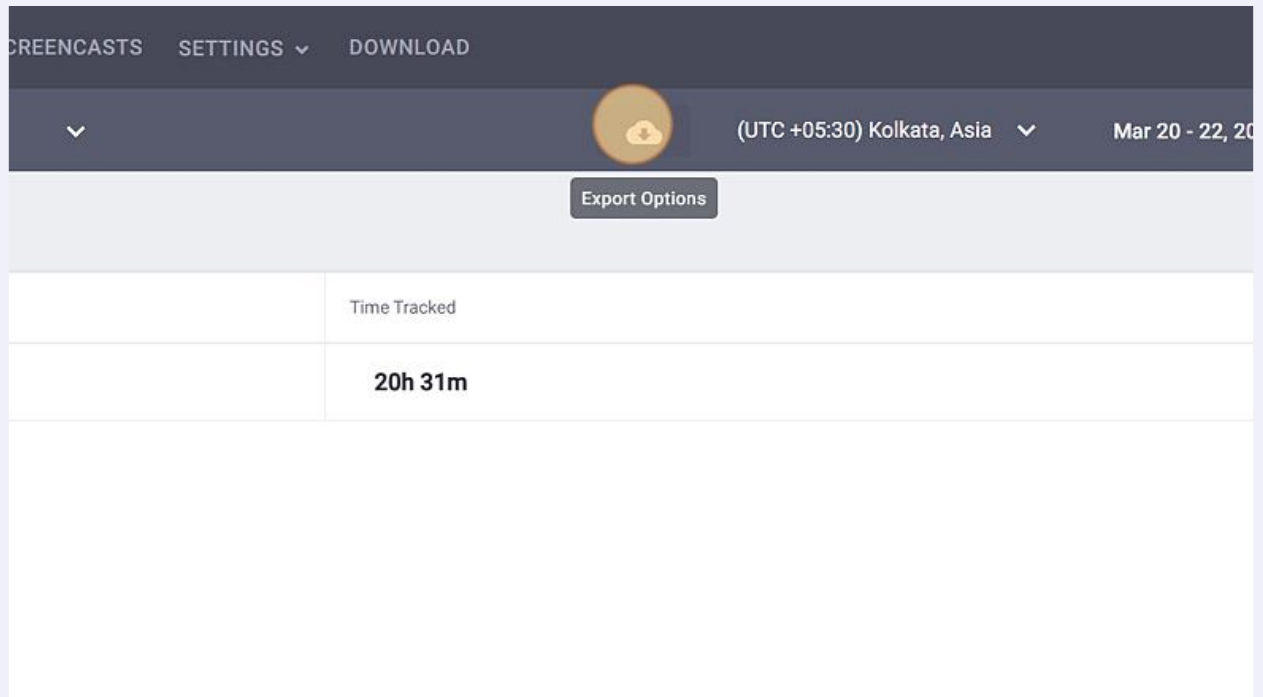
5 Click "20"



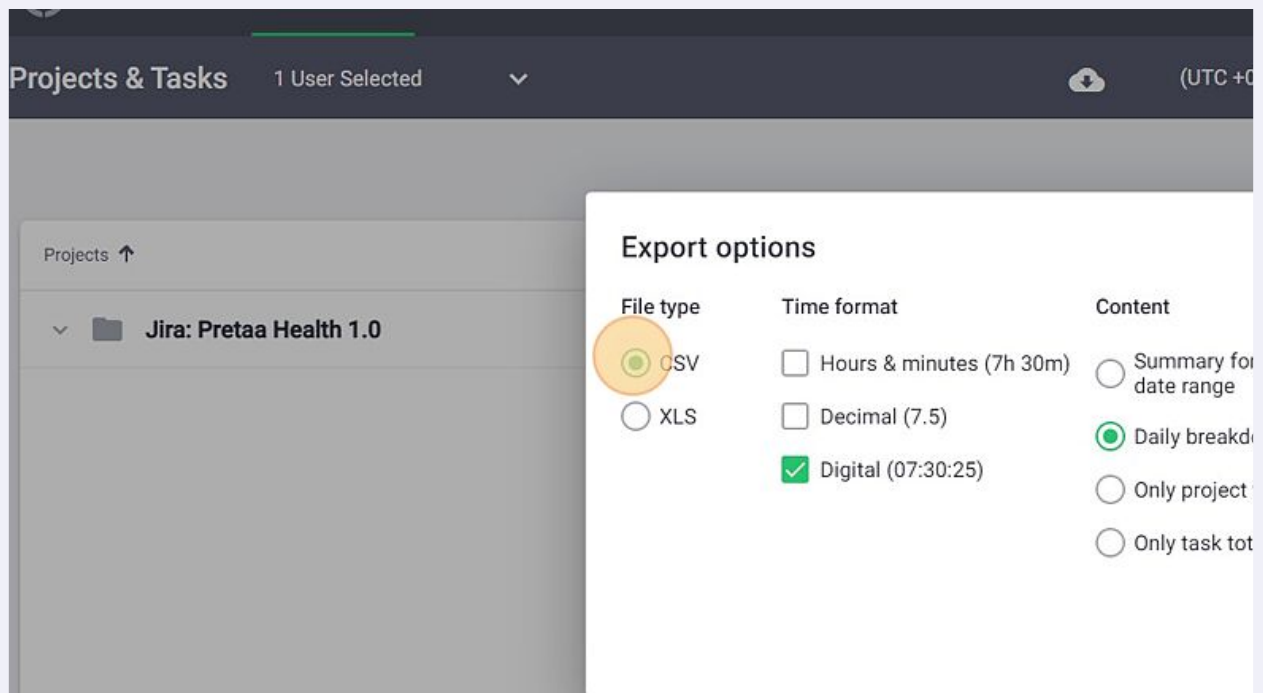
6 Click "22"



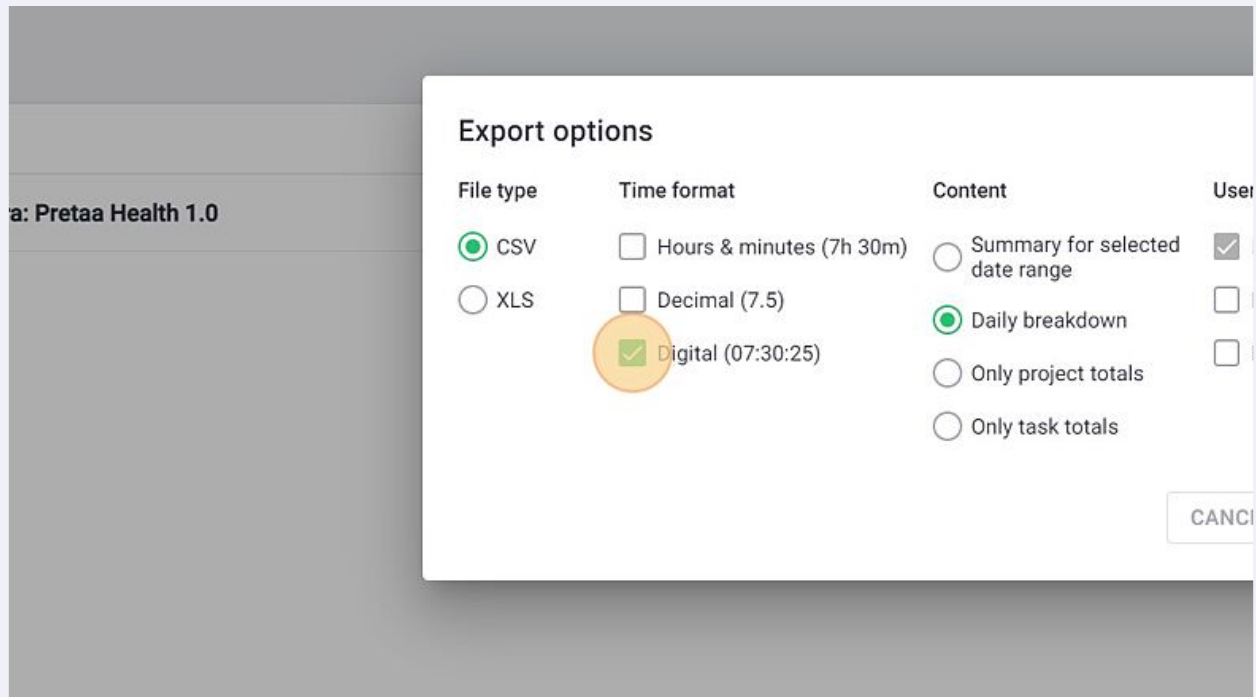
7 Click here.



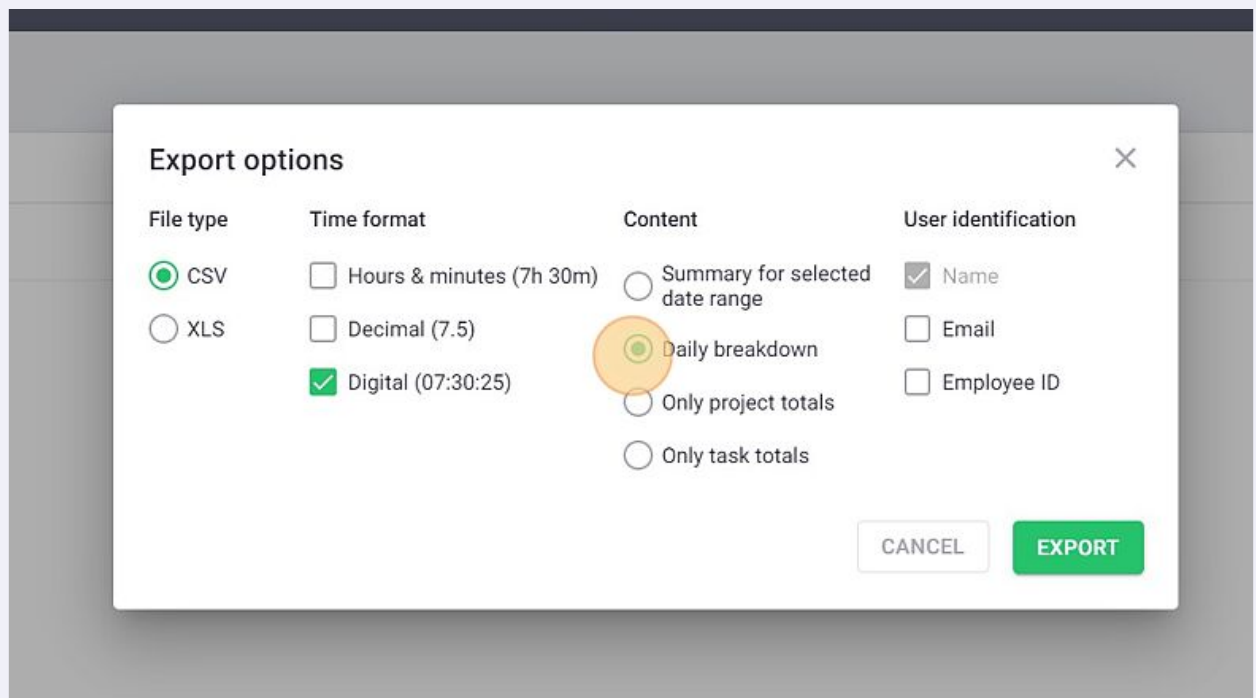
8 Double-click here.



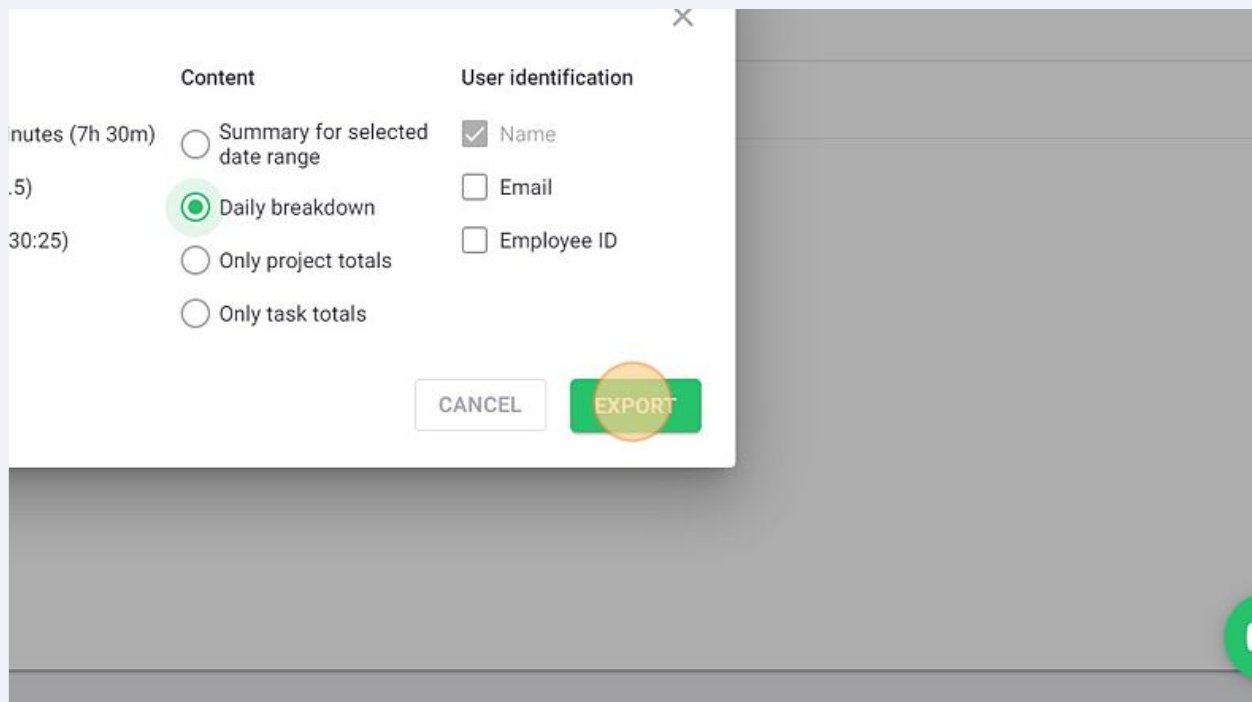
9 Double-click here.



10 Click here.



11 Click "EXPORT"



12 In a new tab, navigate to dasr4341.github.io/excel-formatter

- 13 Click this file field. Upload the downloaded csv file

Get TimeLog Data

Choose File No file chosen

Please select a csv file to continue ...

Upload Excel

Download Excel

- 14 Click "Upload Excel"

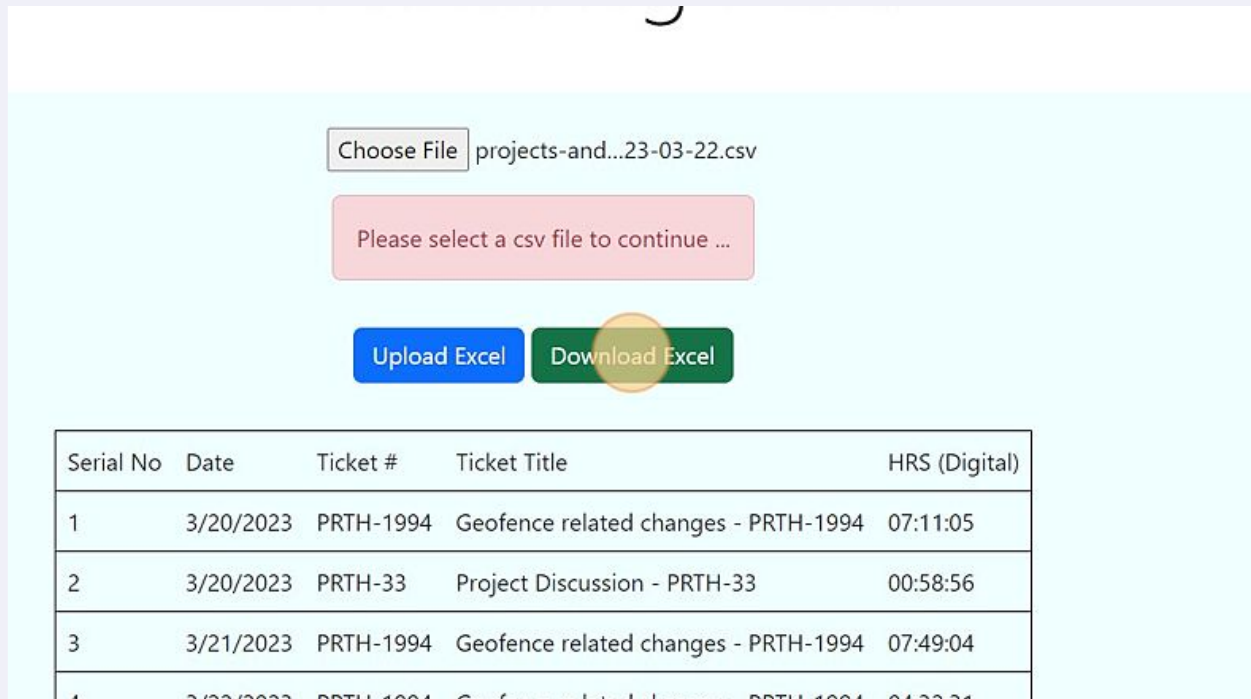
Choose File projects-and...23-03-22.csv

Please select a csv file to continue ...

Upload Excel

Download Excel

15 Click "Download Excel", to download the required formatted



Choose File projects-and...23-03-22.csv

Please select a csv file to continue ...

Upload Excel Download Excel

| Serial No | Date | Ticket # | Ticket Title | HRS (Digital) |
|-----------|-----------|-----------|--------------------------------------|---------------|
| 1 | 3/20/2023 | PRTH-1994 | Geofence related changes - PRTH-1994 | 07:11:05 |
| 2 | 3/20/2023 | PRTH-33 | Project Discussion - PRTH-33 | 00:58:56 |
| 3 | 3/21/2023 | PRTH-1994 | Geofence related changes - PRTH-1994 | 07:49:04 |
| 4 | 3/22/2023 | PRTH-1994 | Geofence related changes - PRTH-1994 | 04:22:24 |