Period (06-18-2023 - 07-17-2023) - All Staff MembersJenalyn Aquinde

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Jacob Hakimian	Twilio Management / Phone Receptionist Plus 25 (30 Min) - In Progress		#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	19 Jun 2023 09:30 AM	19 Jun 2023 10:30 AM	01:00	1
Jacob Hakimian	Video & Voice-Over Production (3 Videos) (5hrs) - In Progress		#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	19 Jun 2023 10:30 AM	19 Jun 2023 11:15 AM	00:45	0.75
Muhammad Salman	SEO Technical (10 hrs) - In Progress	[PDC] SEMrush Web2.0 Backlinks Social Book Mark Guest Post https://docs.google.com/spreadsheets/d/1YzeANsEaKDY05JpalxtdCAUgtYU4V9jR/edit#gid=1259098536	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	19 Jun 2023 10:30 AM	19 Jun 2023 11:30 AM	01:00	1
Alex Moronta	Ad Hoc Task (Not Associated With Recurring Projects) (4hrs) - In Progress	twilio, search console validation	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	19 Jun 2023 10:00 AM	19 Jun 2023 12:00 PM	02:00	2
						Total Logged Time: 95:24	Total Logged Time: 95.4

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Jacob Hakimian	Google Search, Display & Youtube Ads (10 hrs) - In Progress		#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	19 Jun 2023 02:00 PM	19 Jun 2023 03:00 PM	01:00	1
Jacob Hakimian	Twilio Management / Phone Receptionist Plus 25 (30 Min) - In Progress		#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	19 Jun 2023 06:00 PM	19 Jun 2023 07:30 PM	01:30	1.5
May Alvarez	Social Media Essential Post Plan: (8 Video Postings) (20 hrs) - In Progress	PDC Operations and SEO Tasks - Video postings instructions - https://drive.google.com/file/d/1fDlmQBypIt0fTiXXnWzwwyYx8Yz7Nrlc/view?usp=drive_open - Go through all the videos edited - https://drive.google.com/file/d/1HPQGk7RNQ91yXnXsi8TFgXm1eH7SmTyS/view?usp=drive_link - Copies for the videos - https://docs.google.com/document/d/1jdP9DdSav_z19-sJmyddjd1KPFDCrjmsguiG7HPUalg/edit?usp=sharing	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	20 Jun 2023 09:00 AM	20 Jun 2023 11:00 AM	02:00	2
Muhammad Salman	SEO Technical (10 hrs) - In Progress	[PDC] SEMrush Web2.0 Backlinks - Profile Creation Social Book Mark - Article Submissions - Image Sharing Guest Post https://docs.google.com/spreadsheets/d/1YzeANsEaKDY05JpalxtdCAUgtYU4V9jR/edit#gid=1259098536	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	20 Jun 2023 10:30 AM	20 Jun 2023 11:30 AM	01:00	1
						Total Logged Time: 95:24	Total Logged Time: 95.4

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Alex Moronta	Ad Hoc Task (Not Associated With Recurring Projects) (4hrs) - In Progress	twilio transcription	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	20 Jun 2023 10:00 AM	20 Jun 2023 11:30 AM	01:30	1.5
May Alvarez	Ad Hoc Task (Not Associated With Recurring Projects) (4hrs) - In Progress	PDC Expertise Landing Pages - https://docs.google.com/document/d/1GxfHwurAgC3wDhGUuoTGp3Tw1UR7E_qpuRwnKxDwFF8/edit - https://premiumdigitalcontrol.com/google-commercial-promo/	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	20 Jun 2023 11:00 AM	20 Jun 2023 12:00 PM	01:00	1
May Alvarez	Operations Task (10hrs) - In Progress	Real-time PDC landing pages Edits with Ashraf Operations Tasks > https://premiumdigitalcontrol.com/fb-residential-promo/ > https://premiumdigitalcontrol.com/google-residential-promo/ > https://premiumdigitalcontrol.com/fb-commercial-promo/ > https://premiumdigitalcontrol.com/google-commercial-promo/ > https://docs.google.com/document/d/1GxfHwurAgC3wDhGUuoTGp3Tw1UR7E_qpuRwnKxDwFF8/edit?usp=sharing	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	20 Jun 2023 11:00 AM	20 Jun 2023 12:00 PM	01:00	1
May Alvarez	Operations Task (10hrs) - In Progress	PDC Operations - Double Check Ashraf's work on the landing pages > Communicate work that still needs to be done > Work with Ashraf on links edit	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	20 Jun 2023 02:00 PM	20 Jun 2023 03:00 PM	01:00	1
					Total Logged Time: 95:24		Total Logged Time: 95.4

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
May Alvarez	Client Meetings (2 hrs) - In Progress	PDC Meeting	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	21 Jun 2023 09:00 AM	21 Jun 2023 09:30 AM	00:30	0.5
May Alvarez	Operations Task (10hrs) - In Progress	PDC Operations Tasks > Coordinate with team for tasks updates > Work with Ashraf on Premium Support Page	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	21 Jun 2023 09:30 AM	21 Jun 2023 10:45 AM	01:15	1.25
Muhammad Salman	SEO Technical (10 hrs) - In Progress	[PDC] SEMrush Web2.0 Backlinks - Profile Creation Social Book Mark - Article Submissions - Image Sharing Guest Post https://docs.google.com/spreadsheets/d/1YzeANsEaKDY05JpalxtdCAUgtYU4V9jR/edit#gid=1259098536	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	21 Jun 2023 10:45 AM	21 Jun 2023 11:45 AM	01:00	1
Jacob Hakimian	Google Search, Display & Youtube Ads (10 hrs) - In Progress		#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	21 Jun 2023 02:00 PM	21 Jun 2023 04:00 PM	02:00	2
					Total Logged Time: 95:24		Total Logged Time: 95.4

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Jacob Hakimian	Twilio Management / Phone Receptionist Plus 25 (30 Min) - In Progress		#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	21 Jun 2023 05:00 PM	21 Jun 2023 07:10 PM	02:10	2.17
Muhammad Salman	SEO Technical (10 hrs) - In Progress	[PDC] SEMrush Web2.0 Backlinks - Profile Creation Social Book Mark - Article Submissions - Image Sharing Guest Post https://docs.google.com/spreadsheets/d/1YzeANsEaKDY05JpaIxtdCAUgtYU4V9jR/edit#gid=1259098536	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	22 Jun 2023 10:45 AM	22 Jun 2023 11:45 AM	01:00	1
May Alvarez	Operations Task (10hrs) - In Progress	PDC Operations Tasks > Monitor development on new PDC email integration in the CRM > Continue assiting Ashraf with tasks > Remind team of previous tasks that needs to be done	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	22 Jun 2023 03:10 PM	22 Jun 2023 04:00 PM	00:50	0.83
Jacob Hakimian	Google Search, Display & Youtube Ads (10 hrs) - In Progress		#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	22 Jun 2023 05:00 PM	22 Jun 2023 06:00 PM	01:00	1
						Total Logged Time: 95:24	Total Logged Time: 95.4

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
May Alvarez	Operations Task (10hrs) - In Progress	PDC Operations Tasks - Review and check header menu on both desktop and mobile	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	23 Jun 2023 02:15 PM	23 Jun 2023 02:30 PM	00:15	0.25
Jacob Hakimian	Video & Voice-Over Production (3 Videos) (5hrs) - In Progress	Video Editing/Fixes for Lutron Videos	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	24 Jun 2023 07:00 AM	24 Jun 2023 12:00 PM	05:00	5
May Alvarez	SEO Content (6 on-page/4 off-page) (10 hrs) - In Progress	> PDC Articles and Operations Tasks > https://premiumdigitalcontrol.com/cost-savings-with-smart-home-efficiency/ > https://docs.google.com/spreadsheets/d/1DE9PaB0WEvQ1iBZyw5iqVYcKlw3Y2cFndrlLHLEcgIQ/edit?usp=sharing - saved on the backend https://www.canva.com/design/DAFPeGkPFYk/yfQx5-8nvTdLIZM8pzQn0g/edit?utm_content=DAFPeGkPFYk&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton > https://docs.google.com/spreadsheets/d/1RGpko-zJodfVKHZyDXuzJK-8z2qt4WMnZplnmpRPbz0/edit?usp=sharing	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	26 Jun 2023 09:00 AM	26 Jun 2023 11:00 AM	02:00	2
						Total Logged Time: 95:24	Total Logged Time: 95.4

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Muhammad Salman	SEO Technical (10 hrs) - In Progress	[PDC] SEMrush Web2.0 Backlinks - Profile Creation Social Book Mark - Article Submissions - Image Sharing Guest Post https://docs.google.com/spreadsheets/d/1YzeANsEaKDY05JpalxtdCAUgtYU4V9jR/edit#gid=1259098536	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	26 Jun 2023 10:30 AM	26 Jun 2023 11:30 AM	01:00	1
May Alvarez	Client Meetings (2 hrs) - In Progress	PDC Meeting	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	26 Jun 2023 12:00 PM	26 Jun 2023 12:30 PM	00:30	0.5
Michael Ocampo	WordPress Management (4 hrs) - Not Started	Mass updated tel no. from (954) 637-1361 to (877) 619-2466	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	26 Jun 2023 03:20 PM	26 Jun 2023 03:45 PM	00:25	0.42
May Alvarez	SEO Content (6 on-page/4 off-page) (10 hrs) - In Progress	PDC Articles - Off-page: https://medium.com/@production_13922/developments-in-smart-home-automation-5fd496a12072 - Off-page: https://smarthomeautomationflorida.blogspot.com/2023/06/energy-efficiency-hacks-for-smart.html - On-Page Draft: https://docs.google.com/document/d/1EQOkSaLZXlzyOGX2Y5BANoH5jSCave6TYdOwtM6IjR8/edit?	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	27 Jun 2023 09:00 AM	27 Jun 2023 10:30 AM	01:30	1.5
						Total Logged Time: 95:24	Total Logged Time: 95.4

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Muhammad Salman	SEO Technical (10 hrs) - In Progress	[PDC] SEMrush Web2.0 Backlinks - Profile Creation Social Book Mark - Article Submissions - Image Sharing Guest Post https://docs.google.com/spreadsheets/d/1YzeANsEaKDY05JpalxtdCAUgtYU4V9jR/edit#gid=1259098536	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	27 Jun 2023 12:15 PM	27 Jun 2023 01:15 PM	01:00	1
Jan Michael	Ad Hoc Task (Not Associated With Recurring Projects) (4hrs) - In Progress	Creating Business profile for PDC https://business.google.com/locations?gmbsrc=ww-ww-ot-gs-z-gmb-l-z-h~z-ogb-u	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	27 Jun 2023 12:00 PM	27 Jun 2023 03:00 PM	03:00	3
Alex Moronta	Ad Hoc Task (Not Associated With Recurring Projects) (4hrs) - In Progress	crm premiumdigitalcontrol twilio	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	27 Jun 2023 04:00 PM	27 Jun 2023 08:00 PM	04:00	4
Jan Michael	Ad Hoc Task (Not Associated With Recurring Projects) (4hrs) - In Progress	Creating Business Profile for PDC https://business.google.com/locations?gmbsrc=ww-ww-ot-gs-z-gmb-l-z-h~z-ogb-u	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	28 Jun 2023 09:00 AM	28 Jun 2023 12:00 PM	03:00	3
						Total Logged Time: 95:24	Total Logged Time: 95.4

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Muhammad Salman	SEO Technical (10 hrs) - In Progress	[PDC] SEMrush Web2.0 Backlinks - Profile Creation Social Book Mark - Article Submissions - Image Sharing Guest Post https://docs.google.com/spreadsheets/d/1YzeANsEaKDY05JpalxtdCAUgtYU4V9jR/edit#gid=1259098536	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	28 Jun 2023 11:50 AM	28 Jun 2023 12:50 PM	01:00	1
Jacob Hakimian	Ad Hoc Task (Not Associated With Recurring Projects) (4hrs) - In Progress	Premium Automation for PDC Blogs to forward to Social Media Setup	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	28 Jun 2023 03:50 PM	28 Jun 2023 08:00 PM	04:10	4.17
Alex Moronta	Ad Hoc Task (Not Associated With Recurring Projects) (4hrs) - In Progress	crm premiumdigitalcontrol twilio	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	28 Jun 2023 07:00 PM	28 Jun 2023 09:00 PM	02:00	2
May Alvarez	SEO Content (6 on-page/4 off-page) (10 hrs) - In Progress	PDC SEO Articles - On-Page: https://premiumdigitalcontrol.com/how-does-smart-home-integration-work/ - Off-Page: https://www.reddit.com/r/fortlauderdale/comments/14m5rqm/luxury_living_with_enhanced_wifi_and_smart_home/	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	29 Jun 2023 09:00 AM	29 Jun 2023 10:00 AM	01:00	1
						Total Logged Time: 95:24	Total Logged Time: 95.4

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
May Alvarez	Operations Task (10hrs) - In Progress	Operations Tasks > Check website update by Ashraf > Guide Ashraf on landing pages conversion of brands	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	29 Jun 2023 10:00 AM	29 Jun 2023 10:30 AM	00:30	0.5
Jan Michael	Ad Hoc Task (Not Associated With Recurring Projects) (4hrs) - In Progress	Creating Business profile for PDC https://docs.google.com/document/d/162wx_MnTzmrzCUJF08K53VnGHMGHTFCVtiT1JSufxGg/edit?pli=1	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	29 Jun 2023 09:00 AM	29 Jun 2023 11:00 AM	02:00	2
Alex Moronta	Ad Hoc Task (Not Associated With Recurring Projects) (4hrs) - In Progress	crm premiumdigitalcontrol twilio	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	29 Jun 2023 10:00 AM	29 Jun 2023 12:30 PM	02:30	2.5
Jacob Hakimian	Ad Hoc Task (Not Associated With Recurring Projects) (4hrs) - In Progress		#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	29 Jun 2023 03:20 PM	29 Jun 2023 04:00 PM	00:40	0.67
Muhammad Salman	SEO Technical (10 hrs) - In Progress	[PDC] Admin Task Sitemap Issues - https://premiumdigitalcontrol.com/sitemap.xml Submitted to google search console https://i.imgur.com/nqj6aHr.png	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	30 Jun 2023 08:15 AM	30 Jun 2023 10:15 AM	02:00	2
						Total Logged Time: 95:24	Total Logged Time: 95.4

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Alex Moronta	Ad Hoc Task (Not Associated With Recurring Projects) (4hrs) - In Progress	sitemap	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	30 Jun 2023 11:00 AM	30 Jun 2023 12:30 PM	01:30	1.5
Jacob Hakimian	Ad Hoc Task (Not Associated With Recurring Projects) (4hrs) - In Progress		#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	30 Jun 2023 02:40 PM	30 Jun 2023 03:06 PM	00:26	0.43
Alex Moronta	Ad Hoc Task (Not Associated With Recurring Projects) (4hrs) - In Progress	premiumdigitalcontrol crm setup	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	01 Jul 2023 08:00 AM	01 Jul 2023 12:00 PM	04:00	4
May Alvarez	SEO Content (6 on-page/4 off-page) (10 hrs) - In Progress	> PDC Off-Page Articles - https://home-and-energy.blogspot.com/2023/07/luxury-lifestyle-in-florida-with.html - https://www.quora.com/How-do-I-choose-the-right-TV-for-a-home-theater/answer/Global-Presence-Marketing?prompt_topic_bio=1	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	03 Jul 2023 08:00 AM	03 Jul 2023 09:00 AM	01:00	1
					Total Logged Time: 95:24		Total Logged Time: 95.4

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Jan Michael	Ad Hoc Task (Not Associated With Recurring Projects) (4hrs) - In Progress	Creating Business profile for PDC https://docs.google.com/document/d/162wx_MnTzmrzCUJF08K53VnGHMGHTFCVtiT1JSufxGg/edit?pli=1	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	03 Jul 2023 09:00 AM	03 Jul 2023 11:00 AM	02:00	2
Muhammad Salman	SEO Technical (10 hrs) - In Progress	[PDC] Guest Post - Web2.0 - Article Submission - Image Sharing recheck sitemap blank page issues - validate in google search console Backlinks indexation and google serp last 28 days analysis Google analytics and site kit checking & validation https://docs.google.com/spreadsheets/d/1YzeANsEaKDY05JpalxtdCAUgtYU4V9jR/edit#gid=1799381549	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	03 Jul 2023 12:15 PM	03 Jul 2023 01:15 PM	01:00	1
May Alvarez	SEO Content (6 on-page/4 off-page) (10 hrs) - In Progress	PDC Articles - https://drive.google.com/drive/folders/1QU6KaoRK_YYWMlfCUNm449EX_fRUQFBE?usp=drive_link	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	04 Jul 2023 08:00 AM	04 Jul 2023 09:00 AM	01:00	1
Muhammad Salman	SEO Technical (10 hrs) - In Progress	[PDC] Guest Post - Web2.0 - Article Submission - Image Sharing https://docs.google.com/spreadsheets/d/1YzeANsEaKDY05JpalxtdCAUgtYU4V9jR/edit#gid=1799381549	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	04 Jul 2023 02:00 PM	04 Jul 2023 03:00 PM	01:00	1
					Total Logged Time: 95:24		Total Logged Time: 95.4

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Alex Moronta	Ad Hoc Task (Not Associated With Recurring Projects) (4hrs) - In Progress	zapier image integration	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	05 Jul 2023 10:00 AM	05 Jul 2023 12:00 PM	02:00	2
Muhammad Salman	SEO Technical (10 hrs) - In Progress	[PDC] Semrush Issues Guest Post - Web2.0 - Article Submission - Image Sharing - Profile Creation https://docs.google.com/spreadsheets/d/1YzeANsEaKDY05JpaIxtdCAUgtYU4V9jR/edit#gid=1799381549	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	05 Jul 2023 12:15 PM	05 Jul 2023 01:15 PM	01:00	1
May Alvarez	SEO Content (6 on-page/4 off-page) (10 hrs) - In Progress	PDC Articles - https://premiumdigitalcontrol.com/what-is-a-smart-audio-system/ - https://global-presence-news.ghost.io/smart-audio-systems-for-fitness-studios-elevating-the-workout-experience/	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	06 Jul 2023 08:00 AM	06 Jul 2023 09:00 AM	01:00	1
Muhammad Salman	SEO Technical (10 hrs) - In Progress	[PDC] Semrush Issues Guest Post - Web2.0 - Article Submission - Image Sharing - Profile Creation https://docs.google.com/spreadsheets/d/1YzeANsEaKDY05JpaIxtdCAUgtYU4V9jR/edit#gid=1799381549	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	06 Jul 2023 12:15 PM	06 Jul 2023 01:15 PM	01:00	1
					Total Logged Time: 95:24	Total Logged Time: 95.4	

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
May Alvarez	Operations Task (10hrs) - In Progress	PDC Website Content > Worked with Ashraf on the Compare page: > Added content and edited layout in Elementor: https://premiumdigitalcontrol.com/24-7-premium-support/ > Coordinate with client re: social media accounts	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	07 Jul 2023 12:00 PM	07 Jul 2023 01:00 PM	01:00	1
Muhammad Salman	SEO Technical (10 hrs) - In Progress	[PDC] Semrush Issues Guest Post - Web2.0 - Article Submission - Image Sharing - Profile Creation https://docs.google.com/spreadsheets/d/1YzeANsEaKDY05JpaIxtdCAUgtYU4V9jR/edit#gid=1799381549	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	07 Jul 2023 01:00 PM	07 Jul 2023 01:45 PM	00:45	0.75
Alex Moronta	Ad Hoc Task (Not Associated With Recurring Projects) (4hrs) - In Progress	zapier updates	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	07 Jul 2023 02:00 PM	07 Jul 2023 05:30 PM	03:30	3.5
May Alvarez	Operations Task (10hrs) - In Progress	PDC Operations Tasks - remind team of tasks updates and update weekly project sheet	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	10 Jul 2023 11:17 AM	10 Jul 2023 12:00 PM	00:43	0.72
					Total Logged Time: 95:24		Total Logged Time: 95.4

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
May Alvarez	Client Meetings (2 hrs) - In Progress	> PDC Meeting	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	10 Jul 2023 12:00 PM	10 Jul 2023 12:35 PM	00:35	0.58
Muhammad Salman	SEO Technical (10 hrs) - In Progress	[PDC] Semrush Issues Guest Post - Web2.0 - Article Submission - Image Sharing - Profile Creation	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	10 Jul 2023 12:30 PM	10 Jul 2023 01:00 PM	00:30	0.5
Muhammad Salman	SEO Technical (10 hrs) - In Progress	[PDC] GA4 Cross verification Semrush Issues Guest Post - Web2.0 - Article Submission - Image Sharing - Profile Creation	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	11 Jul 2023 12:30 PM	11 Jul 2023 01:00 PM	00:30	0.5
Ashraf Akbar	WordPress Management (4 hrs) - Not Started	Removed button form google brand pages	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	12 Jul 2023 12:27 PM	12 Jul 2023 12:47 PM	00:20	0.33
Muhammad Salman	SEO Technical (10 hrs) - In Progress	[PDC] Semrush Issues Guest Post - Web2.0 - Article Submission - Image Sharing - Profile Creation	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	12 Jul 2023 12:30 PM	12 Jul 2023 01:30 PM	01:00	1
						Total Logged Time: 95:24	Total Logged Time: 95.4

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
May Alvarez	Operations Task (10hrs) - In Progress	> PDC Operations Tasks: check tasks and progress	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	12 Jul 2023 03:00 PM	12 Jul 2023 03:15 PM	00:15	0.25
Ashraf Akbar	Ad Hoc Task (Not Associated With Recurring Projects) (4hrs) - In Progress	Install honeypot. Geo blocker plugin. Implement contact form response	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	12 Jul 2023 08:40 PM	12 Jul 2023 09:45 PM	01:05	1.08
					Total Logged Time: 95:24		Total Logged Time: 95.4

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Muhammad Salman	SEO Technical (10 hrs) - In Progress	[PDC] Screaming Frog - Internal Links for PDC [Blog 1.. Smart audio system,smart office space, smart hospitality, smart audio system for yachts Blog 2.. control 4 blog 3.. smart home automation, smart home brands, blog 4.. Enhanced Wi-fi for hotels, wifi encyption technology..outbound link, marketing strategies for hotels..outbound link, wifi for hotels, guest management system..outbound links blog 5.. smart network solutions, network automation tool..outbound, cloud based solutions.. outbound blog 6.. Network solutions for business, scalable wifi, audivisual systems, demands for business solutions blog 7.. wellness real estate,, ECG vestwashlet rw Dezer Development Designs Ultra-Luxurious Smart Residences with Sky Garages .. smart lighting Ultimate Guide to Miami for Snowbirds, Relocating Professionals, Businesses .. Smart technology Signs That It's Time to Shelve Standalone Smart Bulbs for a Connected Smart Lighting System..smart lighting From AV to Lighting and Automated Shades, Wired Systems Make Wireless Look Good .. smart home Smart Wellness Technology – Mindfulness Therapy? Health Check? Aging Monitor? All of the Above.. smart technology Premium Digital Control is Named 2022 CEDIA Awards Finalist for Smart Technology..smart lighting] Semrush Issues Guest Post - Web2.0 - Article	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	13 Jul 2023 12:00 PM	13 Jul 2023 01:30 PM	01:30	1.5
					Total Logged Time: 95:24		Total Logged Time: 95.4

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
		Submission - Image Sharing - Profile Creation					
May Alvarez	Operations Task (10hrs) - In Progress	> PDC Weekly Report - https://docs.google.com/document/d/1FhwPy4oEv0qL-OlGiydyOb2N1j8qJaiFKB_wvCAwA8I/edit	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	13 Jul 2023 01:15 PM	13 Jul 2023 01:30 PM	00:15	0.25
Ashraf Akbar	Ad Hoc Task (Not Associated With Recurring Projects) (4hrs) - In Progress	Gravity form blacklist words Gravity form change email template Remove button links from all landing pages	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	13 Jul 2023 11:19 AM	13 Jul 2023 01:39 PM	02:20	2.33
Michael Ocampo	WordPress Management (4 hrs) - Not Started	Please fix open graph	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	14 Jul 2023 11:00 AM	14 Jul 2023 01:00 PM	02:00	2
May Alvarez	Operations Task (10hrs) - In Progress	PDC Operations Tasks Finalize and send report - https://drive.google.com/file/d/1ZF6-17Qyg10M_oZrgjp1Kn9wtBrUfO0Z/view?usp=drive_link	#460 - General Projects: PremiumDigitalControl.com (63hr,18r) - Premium Digital Control and Automation	14 Jul 2023 04:10 PM	14 Jul 2023 04:20 PM	00:10	0.17
					Total Logged Time: 95:24		Total Logged Time: 95.4