

Period (12-18-2022 - 01-17-2023) - All Staff MembersJenalyn Aquinde

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Lizzy Ogot	Do Follow Off-Page Content / Monthly Amount: ? - [Status Not Found]	Completed Lauderhill off-page blogs and publish No Follow https://docs.google.com/document/d/1K3y1Il-WulJHte39Emb8yRXkkz-UQ5Cqy9QSicULT6M/edit?usp=sharing https://medium.com/@production_13922/5-best-workout-clothes-for-your-new-years-exercise-routine-163fcdcf24ac?postPublishedType=initial https://docs.google.com/document/d/137wOMnSJxxllkLHEOnQcP6G3xiWpadsI1TmNOIF91vY/edit?usp=sharing https://www.quora.com/profile/Global-Presence-Marketing/Shop-Your-Heart-Out-February-Pop-Up-Shop-in-Lauderhill-Mall-Valentines-Day-is-quickly-approaching-Visit-our-upcoming-Do-Follow https://docs.google.com/document/d/1fDfNQcRynbW0B_nHtRmFSH0V9JCxqgs7ChYhWrCdYEO/edit?usp=sharing https://global-presence-news.ghost.io/how-to-keep-and-maintain-new-years-fitness-goals/ https://docs.google.com/document/d/1cOgOEvXzyTmd4uhrxA3OqF9RvNwLjV2OYQuLVmFEx7U/edit?usp=sharing https://lauderhillmall.blogspot.com/2023/01/7-affordable-valentines-day-gift-ideas.html	#117 - General Projects: LauderHillMall.net (18hr,16r) - Lauderhill Mall	17 Jan 2023 09:00 AM	17 Jan 2023 12:00 PM	03:00	3

Total Logged Time: 41:21


Total Logged Time: 41.36

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Lizzy Ogot	Do Follow Off-Page Content / Monthly Amount: ? - [Status Not Found]	Complete 2 Lauderhill Mall off-page blogs. https://docs.google.com/document/d/1K3y1ll-WuIjHte39Emb8yRXkkz-UQ5Cqy9QSicULT6M/edit?usp=sharing https://docs.google.com/document/d/1cOgOEvXzyTmd4uhrxA3OqF9RvNwLjV2OYQuLVmFEx7U/edit?usp=sharing	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	16 Jan 2023 11:45 AM	16 Jan 2023 01:00 PM	01:15	1.25
Alma Puente	Social Media Manager / REFINE OR APPROVE CANVA POST - Complete	-Review content guides and graphics and send task to schedule	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	13 Jan 2023 11:00 AM	13 Jan 2023 11:45 AM	00:45	0.75
Alma Puente	Ad hoc tasks - Complete	-Social media follow up tasks	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	12 Jan 2023 01:15 PM	12 Jan 2023 02:00 PM	00:45	0.75
Ezdi Volcanes	Social media content strategy tasks - Complete	Completed content guide and designs of jan	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	12 Jan 2023 10:00 AM	12 Jan 2023 01:00 PM	03:00	3
Pawel Frankowski	Monthly Site and Plgin Updates with https://mysites.guru/ - Complete		#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	10 Jan 2023 10:20 AM	10 Jan 2023 10:59 AM	00:38	0.64
						Total Logged Time: 41:21	Total Logged Time: 41.36

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Tomoni Majarucon	SEO Content Content (8 hrs/8 Articles OnPage) - Complete	8:30 AM - 10:30 PM [Lauderhill Mall] - Lauderhill Mall blogs - https://docs.google.com/document/d/1K_U0PdDX0VHH5G7_vAdEiR89gJe8SE9v2SHsuE8iZ3w/edit#https://docs.google.com/document/d/13leShGFGVvxKqraLPHUSnoI8NqETgGZ70UrACTB78L8/edit#heading=h.goryu3459x0q Lauderhill Mall banners - https://www.canva.com/design/DAFJBxqKCXk/cyBuZzvw0W_HweFFuqp1IA/edit Lauderhill Mall publishing - https://www.lauderhillmall.net/news/shop-your-heart-out-february-pop-up-shop-in-lauderhill-mall	#117 - General Projects: LauderHillMall.net (18hr,16r) - Lauderhill Mall	10 Jan 2023 02:00 AM	10 Jan 2023 04:00 AM	02:00	2
Tomoni Majarucon	Lauderhill Mall Store & Dining Rotation - Complete	12:00 PM - 12:15 PM [Lauderhill Mall] - review February Pop Up posts - https://www.canva.com/design/DAFXSTpb_ng/SSOXa9LYGvnEMe-M8uWoQw/edit?utm_content=DAFXSTpb_ng&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton 12:15 - 12:30 PM [Lauderhill Mall] - publish February Pop Up - https://www.lauderhillmall.net/news/february-pop-up-shop 12:30 PM - 12:45 PM [Lauderhill Mall] - update 2023 Pop Up Shop in homepage - https://www.lauderhillmall.net/	#117 - General Projects: LauderHillMall.net (18hr,16r) - Lauderhill Mall	10 Jan 2023 02:00 AM	10 Jan 2023 02:45 AM	00:45	0.75

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Total Logged Time: 41.36

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Maria Vinzon	Lauderhill Mall Store & Dining Rotation - Complete	Completed banner, features update with image optimization Impediments: I had to redo as the featured dining and shops module went showing but fixed.	#117 - General Projects: LauderHillMall.net (18hr,16r) - Lauderhill Mall	09 Jan 2023 01:00 PM	09 Jan 2023 01:06 PM	00:06	0.1
Maria Vinzon	Lauderhill Mall Store & Dining Rotation - Complete	Completed banner, features update with image optimization Impediments: I had to redo as the featured dining and shops module went showing but fixed.	#117 - General Projects: LauderHillMall.net (18hr,16r) - Lauderhill Mall	09 Jan 2023 11:45 AM	09 Jan 2023 12:35 PM	00:50	0.83
Patrick Zeus Ra	Graphic Designer / CREATE CANVA GRAPHIC -(Inform Manager & Next Person of Your Status) - Complete	resize Lauderhill mall post -  https://www.canva.com/design/DAFT8Ch2p4/vAvcDSbY7ZkfKi2o1J3Y2A/edit?utm_content=DAFT8Ch2p4&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton	#117 - General Projects: LauderHillMall.net (18hr,16r) - Lauderhill Mall	09 Jan 2023 08:45 AM	09 Jan 2023 09:00 AM	00:15	0.25
						Total Logged Time: 41:21	Total Logged Time: 41.36

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Tomoni Majarucon	SEO Content Content (8 hrs/8 Articles OnPage) - Complete	8:30 AM - 9:00 AM [Lauderhill Mall] - Lauderhill Mall blogs - https://docs.google.com/document/d/1T4tAid8QwF4q5CPJwvGwau21I7XV8q1ILMcjN4_zFz0/edit#heading=h.gr94zda408j 10:40 AM - 12:30 AM [Lauderhill Mall] - continue Lauderhill Mall blogs - 1). https://docs.google.com/document/d/1hqPpwSlEfQ-4b8Y7gVZPJ1rbxKvICdjrf5QBOGWTEJs/edit# 2). https://docs.google.com/document/d/1ul1Q87h2BvVycgyeXy7ArFI6iTBWPFQjvJ13P86dG_Y/edit#heading=h.2mqk1rc730j Lauderhill Mall banners - https://www.canva.com/design/DAFJBxqKCXk/cyBuZzvw0W_HweFFuqp1IA/edit Lauderhill Mall publishing - https://www.lauderhillmall.net/news/get-annual-physical-exams-in-lauderhill-s-top-healthcare-center https://www.lauderhillmall.net/news/5-best-workout-clothes-for-your-new-year-s-exercise-routine https://www.lauderhillmall.net/news/eyes-here-healthy-food-options-in-lauderhill-mall-florida	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	09 Jan 2023 03:00 AM	09 Jan 2023 05:20 AM	02:20	2.33
Tomoni Majarucon	Key Phrases & Questions We Can Answer - [Status Not Found]	8:15 AM - 9:40 AM [Lauderhill Mall] - Lauderhill Mall SEO research - https://drive.google.com/drive/folders/1UhP9fMx6bXYMTloeqfG5JTpWyinjKG5C	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	06 Jan 2023 06:00 PM	06 Jan 2023 07:25 PM	01:25	1.42

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Total Logged Time: 41.36

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Tomoni Majarucon	SEO Content Content (8 hrs/8 Articles OnPage) - Complete	10:15 AM - 11:45 AM [Lauderhill Mall] - Lauderhill Mall blogs - 1. https://docs.google.com/document/d/1TYZ6_hQNZD6paW7JpOyQLjBp3R2_yMAugD6-u5pMVk/edit#heading=h.vqjrbswrh6dl 2. https://docs.google.com/document/d/1Ql2KO4FcuR9cHqhpWXz61tuZ131KwTGjawPOWKILYm0/edit# 12:00 NN - 1:00 PM [Lauderhill Mall] - continue Lauderhill Mall blogs - https://docs.google.com/document/d/1KYoiJw1PU0v7bTqzT7lb3QG4zTDFVf9baQ1PxFm2EE/edit#heading=h.ok09deuvOimb Lauderhill Mall banners - https://www.canva.com/design/DAFJBxqKCXk/cyBuZzvwOW_HweFFuqp1IA/edit Lauderhill Mall publishing - 1. https://lauderhillmall.net/news/2023-new-year-pop-up-shop-takes-over-lauderhill-mall-in-january 2. https://lauderhillmall.net/news/take-advantage-of-end-of-year-sale-at-lauderhill-mall 3. https://lauderhillmall.net/news/how-to-keep-and-maintain-new-year-s-fitness-goals 1:00 PM - 1:30 PM [Lauderhill Mall] - Lauderhill mall store rotation - https://docs.google.com/spreadsheets/d/1qTB1SBVidplxX0iVUFezIUz09Ys1PqNhFGMwCDx3KOE/edit#gid=0	#117 - General Projects: LauderHillMall.net (18hr,16r) - Lauderhill Mall	06 Jan 2023 06:00 PM	06 Jan 2023 09:00 PM	03:00	3
Lizzy Ogot	SEO Content Content (8 hrs/8 Articles OnPage) - Complete	Edit Lauderhill Mall blog banners Obstacles: Still having challenges. Tutorial vid didn't work.	#117 - General Projects: LauderHillMall.net (18hr,16r) - Lauderhill Mall	06 Jan 2023 12:00 PM	06 Jan 2023 12:30 PM	00:30	0.5

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Total Logged Time: 41.36

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Aeron Gloriane	Writer / CREATE CANVA CONTENT / CONTACT INFO & UNIQUE URL TO RELATED TO CONTENT - (GOAL DRIVE TRAFFIC TO WEBSITE) - Complete	content guide	#117 - General Projects: LauderHillMall.net (18hr,16r) - Lauderhill Mall	06 Jan 2023 10:15 AM	06 Jan 2023 11:45 AM	01:30	1.5
Maria Vinzon	Lauderhill Mall Store & Dining Rotation - Complete	Completed updating video Completed featured images with image optimization	#117 - General Projects: LauderHillMall.net (18hr,16r) - Lauderhill Mall	05 Jan 2023 04:07 PM	05 Jan 2023 04:30 PM	00:23	0.38
Alma Puente	Social media content strategy tasks - Complete	-Lauderhill Mall social media audit and follow up tasks	#117 - General Projects: LauderHillMall.net (18hr,16r) - Lauderhill Mall	05 Jan 2023 12:20 PM	05 Jan 2023 12:40 PM	00:20	0.33
Alma Puente	Social media content strategy tasks - Complete	Lauderhill Mall social media audit and follow up tasks	#117 - General Projects: LauderHillMall.net (18hr,16r) - Lauderhill Mall	05 Jan 2023 11:30 AM	05 Jan 2023 11:45 AM	00:15	0.25
Pawel Frankowski	Monthly Site and Plgin Updates with https://mysites.guru/ - Complete		#117 - General Projects: LauderHillMall.net (18hr,16r) - Lauderhill Mall	02 Jan 2023 09:11 AM	02 Jan 2023 09:35 AM	00:23	0.4

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Logged
Time:
41:21

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41.36

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Lizzy Ogot	Do Follow Off-Page Content / Monthly Amount: ? - [Status Not Found]	Publish Lauderhill Mall off-page blogs https://www.quora.com/profile/Global-Presence-Marketing/A-Guide-to-Finding-the-Best-Christmas-Gifts-2022-Its-that-time-of-year-once-more-Christmas-is-quickly-approaching-an https://global-presence-news.ghost.io/best-christmas-dinner-ideas-anyone-can-make/ https://www.linkedin.com/pulse/top-christmas-games-every-family-love-global-presence-reach/?published=1671000000 https://www.reddit.com/user/gpm-777/comments/zzesnn/plussize_styling_guide_how_to_dress_for_new_years/	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	30 Dec 2022 09:00 AM	30 Dec 2022 10:00 AM	01:00	1
Lizzy Ogot	SEO Content Content (8 hrs/8 Articles OnPage) - Complete	Optimize for SEO and publish Lauderhill Mall on-page blogs https://www.lauderhillmall.net/news/a-guide-to-finding-the-best-christmas-gifts-2022 https://www.lauderhillmall.net/news/best-christmas-dinner-ideas-anyone-can-make https://www.lauderhillmall.net/news/christmas-event-series-at-lauderhill-mall https://www.lauderhillmall.net/news/top-christmas-games-every-family-will-love	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	29 Dec 2022 09:00 AM	29 Dec 2022 11:00 AM	02:00	2

Total Logged Time: 41:21

Total Logged Time: 41.36

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Tomoni Majarucon	SEO Content Content (8 hrs/8 Articles OnPage) - Complete	11:00 AM - 11:45 AM [Lauderhill Mall] - Laud erhill Mall blogs - https://docs.google.com/document/d/1XjGg5ZG5ayN9qBA9JxidUxOBf9uRLMJqjWGdPT9B0KM/edit#https://docs.google.com/document/d/1hTv41q4JiXO6bce84577-vSiipyOcQux6SyJfrPJB14/edit#heading=h.3p8074an1xr1 Lauderhill Mall banners - https://www.canva.com/design/DAFJBxqKCXk/cyBuZzvw0W_HweFFuqp1IA/edit Lauderhill Mall publishing - https://lauderhillmall.net/news/plus-size-styling-guide-how-to-dress-for-new-year-s-eve https://lauderhillmall.net/news/how-to-start-the-new-year-on-the-right-foot	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	28 Dec 2022 03:00 AM	28 Dec 2022 03:45 AM	00:45	0.75
Lizzy Ogot	Do Follow Off-Page Content / Monthly Amount: ? - [Status Not Found]	*3 Lauderhill Off-Page Blogs https://drive.google.com/drive/folders/1KNcorMmcnnJrJjmv aKLcCdPyJC_kHWHx?usp=sharing A Guide to Finding the Best Christmas Gifts 2022 Top Christmas Games Every Family Will Love Best Christmas Dinner Ideas Anyone Can Make	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	26 Dec 2022 10:00 AM	26 Dec 2022 01:00 PM	03:00	3
						Total Logged Time: 41:21	Total Logged Time: 41.36

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Lizzy Ogot	SEO Content Content (8 hrs/8 Articles OnPage) - Complete	- Write final Lauderhill Mall Blog and create blog banner https://drive.google.com/drive/folders/1ilnYGIPaurQxjowWgu1avc6gi80jd1jt?usp=sharing https://www.canva.com/design/DAEt7sGICf4/k32HD6Jp1X1aXtc1dlIpYA/edit?utm_content=DAEt7sGICf4&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	23 Dec 2022 12:00 PM	23 Dec 2022 01:00 PM	01:00	1
Maria Vinzon	News bug - Complete	Completed solving news link error https://watch.screencastify.com/v/8GQpwkR2XtEoY4Wn6cRe	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	22 Dec 2022 03:00 PM	22 Dec 2022 03:30 PM	00:30	0.5
Maria Vinzon	Lauderhill Mall Store & Dining Rotation - Complete	Completed debugging video error from Tomoni [Call to undefined method Joomla\CMS\HTML\HTMLHelper::cleanImageUrl()] Completed change or banner and shops section [downloaded, made uniform size, compressed]	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	22 Dec 2022 11:00 AM	22 Dec 2022 11:45 AM	00:45	0.75

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Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Lizzy Ogot	SEO Content Content (8 hrs/8 Articles OnPage) - Complete	Complete writing 2 Lauderhill Mall on-page blogs and create blog banners https://drive.google.com/drive/folders/1ilnYGIPaurQxjowWgu1avc6gi80jd1jt?usp=sharing https://www.canva.com/design/DAEt7sGICf4/k32HD6Jp1X1aXtc1dllpYA/edit?utm_content=DAEt7sGICf4&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton A Guide to Finding the Best Christmas Gifts 2022 Top Christmas Games Every Family Will Love	#117 - General Projects: LauderHillMall.net (18hr,16r) - Lauderhill Mall	22 Dec 2022 10:00 AM	22 Dec 2022 01:00 PM	03:00	3
Matt Catibog	Graphic Designer / CREATE CANVA GRAPHIC -(Inform Manager & Next Person of Your Status) - Complete	Completed Lauderhill Mall SM Post https://www.canva.com/design/DAFVZYhRvol/FJsP833oyJvHF9fREMKUjw/edit?utm_content=DAFVZYhRvol&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton	#117 - General Projects: LauderHillMall.net (18hr,16r) - Lauderhill Mall	22 Dec 2022 08:30 AM	22 Dec 2022 10:15 AM	01:45	1.75
Tomoni Majarucon	Writer / CREATE CANVA CONTENT / CONTACT INFO & UNIQUE URL TO RELATED TO CONTENT - (GOAL DRIVE TRAFFIC TO WEBSITE) - Complete	11:00 AM - 11:30 AM [Lauderhill Mall] - Lauderhill Mall banner and store rotation - https://docs.google.com/spreadsheets/d/1qTB1SBVidplxX0iVUFezlUz09Ys1PqNhFGMwCDx3KOE/edit#gid=0 & https://docs.google.com/spreadsheets/d/1URINC3QIC6kH3E0Ed8fao5J9PdvZNS-AEXH1gpaxgLo/edit#gid=0	#117 - General Projects: LauderHillMall.net (18hr,16r) - Lauderhill Mall	22 Dec 2022 04:00 AM	22 Dec 2022 04:30 AM	00:30	0.5

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Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Patrick Zeus Ra	Graphic Designer / CREATE CANVA GRAPHIC -(Inform Manager & Next Person of Your Status) - Complete	Created SM Post for December 2022 - https://www.canva.com/design/DAFVZYhRvol/FJsP833oyJvHF9fREMKUjw/edit?utm_content=DAFVZYhRvol&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	21 Dec 2022 12:30 PM	21 Dec 2022 01:45 PM	01:15	1.25
Alma Puente	Social Media Manager / REFIN E OR APPROVE CANVA POST - Complete	-Completed January content and other social media tasks	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	21 Dec 2022 12:20 PM	21 Dec 2022 12:30 PM	00:10	0.17
Tomoni Majarucon	Writer / CREATE CANVA CONTENT / CONTACT INFO & UNIQUE URL TO RELATED TO CONTENT - (GOAL DRIVE TRAFFIC TO WEBSITE) - Complete	8:15 AM - 9:45 AM [Lauderhill Mall] - Lauderhill Mall content guide - https://www.canva.com/design/DAFVZYhRvol/FJsP833oyJvHF9fREMKUjw/edit?utm_content=DAFVZYhRvol&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	21 Dec 2022 03:00 AM	21 Dec 2022 04:30 AM	01:30	1.5
Alma Puente	Social media content strategy tasks - Complete	-Completed Late December / January brief and social media follow up tasks	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	20 Dec 2022 02:45 PM	20 Dec 2022 03:30 PM	00:45	0.75
						Total Logged Time: 41:21	Total Logged Time: 41.36