

## Period (01-25-2023 - 02-24-2023) - All Staff MembersJenalyn Aquinde

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	8:15 AM - 9:15M [Mamathrive] - ads optimization (google and facebook) -update form -created report	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	24 Feb 2023 12:32 PM	24 Feb 2023 01:32 PM	01:00
Joms Alboroto	Google ads Keyword Research - Complete	9:15 AM - 10:15M [Mamathrive] - ads optimization (google and facebook) - turn off search ad thats low performing -add more negative keywords	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	23 Feb 2023 12:10 PM	23 Feb 2023 01:10 PM	01:00
Muhammad Shahid	Custom work in the CRM - Complete	- Complete Integration of Gravity form for Agape. Created module and working on mapping	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	23 Feb 2023 10:00 AM	23 Feb 2023 02:10 PM	04:10
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	8:15 AM - 9:15M [Mamathrive] - ads optimization (google and facebook) -optimize negative keywords	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	22 Feb 2023 12:36 PM	22 Feb 2023 01:36 PM	01:00
Muhammad Shahid	Custom work in the CRM - Complete	- Completed Agape weekly meeting. - Completed Same layout as organized on the contact page and dropdowns not working - Complete Integration of Gravity form for Agape, authentication and form entries are coming, working on mapping of those with CRM custom fields. - Completed Work on CRON, so sync process not effect participants page loading speed.	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	22 Feb 2023 08:30 AM	22 Feb 2023 02:10 PM	05:40
Joms Alboroto	Facebook Campaign setup - Complete	8:30 AM - 9:30M [Mamathrive] - ads optimization (google and facebook) -relaunch campaign with facebook instant form, align the budget with campaign with new form	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	21 Feb 2023 02:12 PM	21 Feb 2023 03:12 PM	01:00
Muhammad Shahid	Custom work in the CRM - Complete	- Completed need 904 area code twilio phone numbers from Agape Twilio account for everyone active here - Completed call with Jack and team on Contact and Organise page changes . - Complete Same layout as organized on the contact page and dropdowns not working	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	21 Feb 2023 09:30 AM	21 Feb 2023 02:10 PM	04:40
Muhammad Shahid	Custom work in the CRM - Complete	- Mama thrive & GPM & Impact CRM add call details to regular activity and for Mama thrive give almost everyone a phone number so they can start calling leads - Same layout as organize on contact page - Error on CRM notfications	#81 - General Projects: MamaThrive.org (92hr,25r) -	20 Feb 2023 10:30	20 Feb 2023 02:10	03:40

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)
			Agapefamilyhealth.org	AM	PM	
Muhammad Shahid	Custom work in the CRM - Complete	Mama thrive & GPM & Impact CRM add call details to regular activity and for Mama thrive give almost everyone a phone number so they can start calling leads	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	20 Feb 2023 08:00 AM	20 Feb 2023 09:00 AM	01:00
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	8:15 AM - 9:30M [Mamathrive] - ads optimization (google and facebook) -optimize daily budget on google ads, reduce ad budget in search and video -add interest audience in campaigns that are in learning phase	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	17 Feb 2023 12:08 PM	17 Feb 2023 01:23 PM	01:15
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	8:15 AM - 10:15M [Mamathrive] - ads optimization (google and facebook) -update negative keywords in google ads -replace the landing page for all running campaign in facebook -turn-off the campaign with instant form -optimize creatives	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	16 Feb 2023 11:28 AM	16 Feb 2023 01:28 PM	02:00
Maria Vinzon	Website Managment (12hrs) - Complete	Completed revisions from Jack Completed mobile menu	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	16 Feb 2023 09:00 AM	16 Feb 2023 10:00 AM	01:00
Tomoni Majarucon	Website Managment (12hrs) - Complete	8:30 AM - 9:30 AM [Mama Thrive] - statistics page - <a href="https://docs.google.com/document/d/16CM2B2dgrCgk_vA1lkvGgFQyTjuh0UIJlyFHmy4_uhM/edit">https://docs.google.com/document/d/16CM2B2dgrCgk_vA1lkvGgFQyTjuh0UIJlyFHmy4_uhM/edit</a> <a href="https://mamathrive.org/adequate-prenatal-care/">https://mamathrive.org/adequate-prenatal-care/</a> <a href="https://mamathrive.org/black-maternal-mortality/">https://mamathrive.org/black-maternal-mortality/</a>	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	16 Feb 2023 03:00 AM	16 Feb 2023 04:00 AM	01:00
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	8:15 AM - 9:45M [Mamathrive] - ads optimization (google and facebook) -reduce adspent and optimize on performing campaigns -change the forms on both google and facebook -republish campaigns	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	15 Feb 2023 10:56 AM	15 Feb 2023 12:26 PM	01:30
Maria Vinzon	Website Managment (12hrs) - Complete	Completed gravity form update from jotform for all forms for ads Completed landing pages Completed Zaps	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	15 Feb 2023 09:00 AM	15 Feb 2023 10:30 AM	01:30
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	8:15 AM - 9:15AM [Mamathrive] - ads optimization (google and facebook) - added some negative keywords -reduce to 60% ad spent due to near ads budget exhaustion	#81 - General Projects: MamaThrive.org (92hr,25r) -	14 Feb 2023 12:47	14 Feb 2023 01:47	01:00

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)
			Agapefamilyhealth.org	PM	PM	
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	8:15 AM - 9:00AM [Mamathrive] - ads optimization (google and facebook)	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	13 Feb 2023 08:15 AM	13 Feb 2023 09:00 AM	00:45
Tomoni Majarucon	Writer / CREATE CANVA CONTENT / CONTACT INFO & UNIQUE URL TO RELATED TO CONTENT - (GOAL DRIVE TRAFFIC TO WEBSITE) - Complete	8:15 AM - 9:00 AM [Mama Thrive] - baby shower flyer adjustments - <a href="https://www.canva.com/design/DAFadYkRyBA/MoR1BBoeX0biekd9Tfz88w/edit#">https://www.canva.com/design/DAFadYkRyBA/MoR1BBoeX0biekd9Tfz88w/edit#</a>	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	13 Feb 2023 04:00 AM	13 Feb 2023 04:45 AM	00:45
Tomoni Majarucon	On-Page Content / Monthly Amount: ? - Complete	2:00 AM - 2:15 PM [Mama Thrive] - review blogs and banners - done <a href="https://docs.google.com/document/d/1bZvYCO3PfAOyEKbu47QAlxG6utxl4ZfyOj-ZUaYSoL4/edit#">https://docs.google.com/document/d/1bZvYCO3PfAOyEKbu47QAlxG6utxl4ZfyOj-ZUaYSoL4/edit#</a> <a href="https://docs.google.com/document/d/1eR8HzE6OvlcaK_axD54N2SDD3mtnl8Rung9C99DF7dU/edit#heading=h.wyzjxc5y9si9">https://docs.google.com/document/d/1eR8HzE6OvlcaK_axD54N2SDD3mtnl8Rung9C99DF7dU/edit#heading=h.wyzjxc5y9si9</a> <a href="https://docs.google.com/document/d/1NIL3tt7cLie7yVmrwMbBa5ZeH-BpHosKN94_vNifRk8/edit">https://docs.google.com/document/d/1NIL3tt7cLie7yVmrwMbBa5ZeH-BpHosKN94_vNifRk8/edit</a> <a href="https://docs.google.com/document/d/1Hplt3qA9QB3HGwHBF0Xca9Qm0G86ZnPt4b4l0Du1wE4/edit">https://docs.google.com/document/d/1Hplt3qA9QB3HGwHBF0Xca9Qm0G86ZnPt4b4l0Du1wE4/edit</a> <a href="https://www.canva.com/design/DAFPeGkPFYk/yfQx5-8nvTdLIZM8pzQn0g/edit">https://www.canva.com/design/DAFPeGkPFYk/yfQx5-8nvTdLIZM8pzQn0g/edit</a>	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	13 Feb 2023 04:00 AM	13 Feb 2023 04:15 AM	00:15
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	9:15 AM - 9:30AM [Mamathrive] - ads optimization (google and facebook) -executive summary	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	10 Feb 2023 02:30 PM	10 Feb 2023 02:45 PM	00:15
Tomoni Majarucon	Writer / CREATE CANVA CONTENT / CONTACT INFO & UNIQUE URL TO RELATED TO CONTENT - (GOAL DRIVE TRAFFIC TO WEBSITE) - Complete	9:00 AM - 9:30 AM [Mama Thrive] - flyer designs - <a href="https://www.canva.com/design/DAFaLgVmj_s/NsUv9KLazPUryg-yAMzWZA/edit">https://www.canva.com/design/DAFaLgVmj_s/NsUv9KLazPUryg-yAMzWZA/edit</a> 12:00 PM - 12:30 PM [Mama Thrive] - continue flyer designs - <a href="https://www.canva.com/design/DAFaLgVmj_s/NsUv9KLazPUryg-yAMzWZA/edit">https://www.canva.com/design/DAFaLgVmj_s/NsUv9KLazPUryg-yAMzWZA/edit</a>	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	10 Feb 2023 03:00 AM	10 Feb 2023 04:00 AM	01:00
Tomoni Majarucon	General Keywords -	1:45 PM - 2:00 PM [Mama Thrive] - review SEO research - done <a href="https://docs.google.com/document/d/17xTbkBq_S5mLP8Ve-wgyO1pUc-ONM82dvkQ5fGk2UoE/edit#">https://docs.google.com/document/d/17xTbkBq_S5mLP8Ve-wgyO1pUc-ONM82dvkQ5fGk2UoE/edit#</a>	#81 - General Projects:	10 Feb	10 Feb	00:15

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	Complete	<a href="https://docs.google.com/spreadsheets/d/17rjTUnhDdV4y_osLA7bnesVHnhluqrPnZ7WwRDDAmio/edit#gid=0">https://docs.google.com/spreadsheets/d/17rjTUnhDdV4y_osLA7bnesVHnhluqrPnZ7WwRDDAmio/edit#gid=0</a> <a href="https://docs.google.com/document/d/1gClxy8iRNVAIfKdBwnl9_gT7lvj9ZifQJfCGv8m_LtE/edit#">https://docs.google.com/document/d/1gClxy8iRNVAIfKdBwnl9_gT7lvj9ZifQJfCGv8m_LtE/edit#</a> <a href="https://docs.google.com/spreadsheets/d/1OWkKnBANlcpjyskaJBwAL-cXtwGFpC994gtDyOlmr68/edit#gid=631121087">https://docs.google.com/spreadsheets/d/1OWkKnBANlcpjyskaJBwAL-cXtwGFpC994gtDyOlmr68/edit#gid=631121087</a> <a href="https://docs.google.com/spreadsheets/d/1qsdSuZMDpbx66bVrisYeCCxwwy8WcqLQxI5eLkoUwmY/edit#gid=0">https://docs.google.com/spreadsheets/d/1qsdSuZMDpbx66bVrisYeCCxwwy8WcqLQxI5eLkoUwmY/edit#gid=0</a>	MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	2023 03:00 AM	2023 03:15 AM	
Maria Vinzon	Custom work in the CRM - Complete	Completed meeting with Shahid	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	09 Feb 2023 12:30 PM	09 Feb 2023 01:08 PM	00:38
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	8:15 AM - 9: 15AM [Mamathrive] - ads optimization (google and facebook) -optimize search term and added irrelevant keywords	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	09 Feb 2023 11:30 AM	09 Feb 2023 12:30 PM	01:00
Aeron Gloriane	General Keywords - Complete	SEO Researches for February  <a href="https://docs.google.com/document/d/17xTbkBq_S5mLP8Ve-wgyO1pUc-ONM82dvkQ5fGk2UoE/edit#">https://docs.google.com/document/d/17xTbkBq_S5mLP8Ve-wgyO1pUc-ONM82dvkQ5fGk2UoE/edit#</a>  <a href="https://docs.google.com/spreadsheets/d/17rjTUnhDdV4y_osLA7bnesVHnhluqrPnZ7WwRDDAmio/edit?usp=sharing">https://docs.google.com/spreadsheets/d/17rjTUnhDdV4y_osLA7bnesVHnhluqrPnZ7WwRDDAmio/edit?usp=sharing</a> <a href="https://docs.google.com/document/d/1gClxy8iRNVAIfKdBwnl9_gT7lvj9ZifQJfCGv8m_LtE/edit#">https://docs.google.com/document/d/1gClxy8iRNVAIfKdBwnl9_gT7lvj9ZifQJfCGv8m_LtE/edit#</a>  <a href="https://docs.google.com/spreadsheets/d/1OWkKnBANlcpjyskaJBwAL-cXtwGFpC994gtDyOlmr68/edit#gid=631121087">https://docs.google.com/spreadsheets/d/1OWkKnBANlcpjyskaJBwAL-cXtwGFpC994gtDyOlmr68/edit#gid=631121087</a> <a href="https://docs.google.com/spreadsheets/d/1qsdSuZMDpbx66bVrisYeCCxwwy8WcqLQxI5eLkoUwmY/edit#gid=0">https://docs.google.com/spreadsheets/d/1qsdSuZMDpbx66bVrisYeCCxwwy8WcqLQxI5eLkoUwmY/edit#gid=0</a>	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	09 Feb 2023 10:15 AM	09 Feb 2023 12:45 PM	02:30
Tomoni Majarucon	Growth Report - Complete	11:00 PM - 11:30 PM [Mama Thrive/Agape] - growth report - <a href="https://www.canva.com/design/DAFaFv15Rvl/r5vm6hgXf_USEW3qB4489g/edit">https://www.canva.com/design/DAFaFv15Rvl/r5vm6hgXf_USEW3qB4489g/edit</a> <a href="https://www.canva.com/design/DAFaFwEw3L8/vKPFa38yxjyTRzii09VVmw/edit">https://www.canva.com/design/DAFaFwEw3L8/vKPFa38yxjyTRzii09VVmw/edit</a>	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	09 Feb 2023 03:00 AM	09 Feb 2023 03:30 AM	00:30
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	11:15 - 11:45 [Mamathrive] -launch broad targeting on facebook ads -scale vertical for performing ads	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	08 Feb 2023 11:50 AM	08 Feb 2023 12:20 PM	00:30
Maria Vinzon	Website Managment (12hrs) -	Completed requested form workflow and analytics submission Completed Nic page Completed gravity form switch	#81 - General Projects: MamaThrive.org	08 Feb 2023	08 Feb 2023	04:38

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)
	Complete	Completed making short and detailed forms Completed test in general and responsiveness Completed css design Completed notifications config Not Yet Complete zap integration Not Yet Completed switch to live page	(92hr,25r) - Agapefamilyhealth.org	11:22 AM	04:00 PM	
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	8:15 AM - 9: 15AM [Mamathrive] - ads optimization (google and facebook) -done keywords research for google ads -created negative keywords -launch 1 search campaign on google -complete keywords research as requested by zack	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	08 Feb 2023 11:19 AM	08 Feb 2023 12:19 PM	01:00
Aeron Gloriane	General Keywords - Complete	SEO Researches for February  <a href="https://docs.google.com/document/d/17xTbkBq_S5mLP8Ve-wgyO1pUc-ONM82dvkQ5fGk2UoE/edit#">https://docs.google.com/document/d/17xTbkBq_S5mLP8Ve-wgyO1pUc-ONM82dvkQ5fGk2UoE/edit#</a>  <a href="https://docs.google.com/spreadsheets/d/17rjTUnhDdV4y_osLA7bnesVHnhluqrPnZ7WwRDDAmio/edit?usp=sharing">https://docs.google.com/spreadsheets/d/17rjTUnhDdV4y_osLA7bnesVHnhluqrPnZ7WwRDDAmio/edit?usp=sharing</a> <a href="https://docs.google.com/document/d/1gClxy8iRNVAIfKdBwnl9_gT7lvj9ZifQJfCGv8m_LtE/edit#">https://docs.google.com/document/d/1gClxy8iRNVAIfKdBwnl9_gT7lvj9ZifQJfCGv8m_LtE/edit#</a>  <a href="https://docs.google.com/spreadsheets/d/1OWkKnBANlcpjyskaJBwAL-cXtwGFpC994gtDyOlmr68/edit#gid=631121087">https://docs.google.com/spreadsheets/d/1OWkKnBANlcpjyskaJBwAL-cXtwGFpC994gtDyOlmr68/edit#gid=631121087</a> <a href="https://docs.google.com/spreadsheets/d/1qsdSuZMDpbx66bVrisYeCCxwwwy8WcqLQxI5eLkoUwmY/edit#gid=0">https://docs.google.com/spreadsheets/d/1qsdSuZMDpbx66bVrisYeCCxwwwy8WcqLQxI5eLkoUwmY/edit#gid=0</a>	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	08 Feb 2023 11:15 AM	08 Feb 2023 01:45 PM	02:30
Maria Vinzon	Website Managment (12hrs) - Complete	Completed duplicate form transfer and zap	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	08 Feb 2023 09:00 AM	08 Feb 2023 10:00 AM	01:00
Muhammad Salman	Onsite implementations - Complete	Mamathrive SEMrush, Ahref and Google Search Console Analysis Done Website Optimizations and analysis	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	08 Feb 2023 08:15 AM	08 Feb 2023 10:15 AM	02:00
Maria Vinzon	Custom work in the CRM - Complete	Completed meeting with Shahid regarding api direct to CRM	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	07 Feb 2023 02:27 PM	07 Feb 2023 03:37 PM	01:10
Maria Vinzon	Custom work in the CRM - Complete	Completed meeting with Shahid	#81 - General Projects: MamaThrive.org	07 Feb 2023	07 Feb 2023	00:39

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)
			(92hr,25r) - Agapefamilyhealth.org	12:08 PM	12:47 PM	
Maria Vinzon	Website Managment (12hrs) - Complete	Completed Zack's requests	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	07 Feb 2023 10:00 AM	07 Feb 2023 11:00 AM	01:00
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	8:15 AM - 9: 15AM [Mamathrive] - ads optimization (google and facebook) -launch broad targeting campaign -kill low performing creatives -stop father campaign -scale budget	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	07 Feb 2023 08:15 AM	07 Feb 2023 09:15 AM	01:00
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	8:15 AM - 9: 00AM [Mamathrive] - ads optimization (google and facebook) -keyword research	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	06 Feb 2023 12:21 PM	06 Feb 2023 01:06 PM	00:45
Maria Vinzon	Website Managment (12hrs) - Complete	Not Yet Complete registration form improvement and test	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	03 Feb 2023 02:30 PM	03 Feb 2023 03:30 PM	01:00
Patrick Zeus Ra	Meetings with GP Team - Complete	mamathrive short meting with Alma and Tomoni	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	03 Feb 2023 01:00 PM	03 Feb 2023 01:45 PM	00:45
Joms Alboroto	Facebook Report Analysis - Complete	8:15 AM - 9: 15AM [Mamathrive] - ads optimization (google and facebook) -created weekly report	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	03 Feb 2023 12:01 PM	03 Feb 2023 01:01 PM	01:00
Tomoni Majarucon	Offpage blogs - Complete	12:20 AM - 12:45 PM [Agape] - Agape off-page blogs - done 12:51 PM - 2:00 PM [Agape] - continue Agape off-page blogs - <a href="https://drive.google.com/drive/folders/1H9g5on639PZis4StmniyDnbz1n7EUexi">https://drive.google.com/drive/folders/1H9g5on639PZis4StmniyDnbz1n7EUexi</a> Publishing - <a href="https://agapefamilyhealth.blogspot.com/2023/02/5-benefits-of-getting-covid-19-vaccine.html">https://agapefamilyhealth.blogspot.com/2023/02/5-benefits-of-getting-covid-19-vaccine.html</a> <a href="https://medium.com/@production_13922/6-benefits-of-regular-physical-activity-for-jacksonville-residents-a63345a8b65d">https://medium.com/@production_13922/6-benefits-of-regular-physical-activity-for-jacksonville-residents-a63345a8b65d</a> <a href="https://www.quora.com/profile/Global-Presence-Marketing/Agape-Family-Health-on-Addressing-Health-">https://www.quora.com/profile/Global-Presence-Marketing/Agape-Family-Health-on-Addressing-Health-</a>	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	03 Feb 2023 04:00 AM	03 Feb 2023 05:35 AM	01:35



Staff Member	Task	Note	Related	Start Time	End Time	Time (h)
		Disparities-in-Jacksonville-Florida-Health-disparities-describe-inequalities <a href="https://global-presence-news.ghost.io/5-common-health-issues-in-jacksonville-florida/">https://global-presence-news.ghost.io/5-common-health-issues-in-jacksonville-florida/</a>				
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	8:15 AM - 9: 15AM [Mamathrive] - ads optimization (google and facebook) -Launch LLA campaign -edited the rejected image due to the word "black" -relaunch rejected creatoves	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	02 Feb 2023 12:39 PM	02 Feb 2023 01:39 PM	01:00
Maria Vinzon	Website Managment (12hrs) - Complete	Completed Partners page Completed Events page and tutorial video	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	02 Feb 2023 09:00 AM	02 Feb 2023 10:00 AM	01:00
Matt Catibog	Social Media Ads - Complete	Adjust some posts here  <a href="https://www.canva.com/design/DAFT0U5x_cl/3VgM13z_1Om8xXoDFcdVqw/edit?utm_content=DAFT0U5x_cl&amp;utm_campaign=designshare&amp;utm_medium=link2&amp;utm_source=sharebutton">https://www.canva.com/design/DAFT0U5x_cl/3VgM13z_1Om8xXoDFcdVqw/edit?utm_content=DAFT0U5x_cl&amp;utm_campaign=designshare&amp;utm_medium=link2&amp;utm_source=sharebutton</a>	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	02 Feb 2023 08:30 AM	02 Feb 2023 08:45 AM	00:15
Tomoni Majarucon	Social ads content guide and copies - Complete	8:25 AM - 8:45 AM [Mama Thrive] - Mama Thrive ads copies adjustments - <a href="https://docs.google.com/document/d/1DGBQfKoAQhiX-u3qQ7fuNSEnNVoupf7E3wwn64nLamw/edit">https://docs.google.com/document/d/1DGBQfKoAQhiX-u3qQ7fuNSEnNVoupf7E3wwn64nLamw/edit</a>	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	02 Feb 2023 03:00 AM	02 Feb 2023 03:20 AM	00:20
Maria Vinzon	Website Managment (12hrs) - Complete	Completed statistics page Completed table of content for client folders	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	01 Feb 2023 12:30 PM	01 Feb 2023 02:00 PM	01:30
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	8:15 AM - 9: 15AM [Mamathrive] - ads optimization (pinterest, google and facebook) -Keyword research on google as per last meeting agenda	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	01 Feb 2023 11:30 AM	01 Feb 2023 12:30 PM	01:00
Tomoni Majarucon	Onpage blogs (8 monthly) - Complete	9:30 AM - 10:00 AM [Agape] - Agape blogs - <a href="https://docs.google.com/document/d/1upg-WWGI7U42esCMMuy0k25rzaedulK6ZcPuyrbzUI8/edit#heading=h.qawh3iyxi1qs">https://docs.google.com/document/d/1upg-WWGI7U42esCMMuy0k25rzaedulK6ZcPuyrbzUI8/edit#heading=h.qawh3iyxi1qs</a> 11:15 AM - 12:45 PM [Agape] - continue Agape blogs - <a href="https://docs.google.com/document/d/1uyLgfZq_2YbxszzjOIshS1KacypGzhA7-EmEbdLqCVo/edit">https://docs.google.com/document/d/1uyLgfZq_2YbxszzjOIshS1KacypGzhA7-EmEbdLqCVo/edit</a> Agape banners - <a href="https://www.canva.com/design/DAFTFbtBgns/-G4TSXfr4oHO5caj1DtCUA/edit">https://www.canva.com/design/DAFTFbtBgns/-G4TSXfr4oHO5caj1DtCUA/edit</a> Agape publishing - <a href="https://agapefamilyhealth.org/benefits-of-covid-19-vaccine-jacksonville/">https://agapefamilyhealth.org/benefits-of-covid-19-vaccine-jacksonville/</a> <a href="https://agapefamilyhealth.org/agape-family-health-disparities-jacksonville/">https://agapefamilyhealth.org/agape-family-health-disparities-jacksonville/</a>	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	01 Feb 2023 03:00 AM	01 Feb 2023 05:00 AM	02:00
Tomoni Majarucon	Onpage blogs (8 monthly) -	11:43 AM - 1:00 PM [Agape] - Agape blogs - <a href="https://docs.google.com/document/d/1uVxzAAAdMa1oV0m2dggfQreeQKm1hyCzGWiBJoRfhexH0/edit#">https://docs.google.com/document/d/1uVxzAAAdMa1oV0m2dggfQreeQKm1hyCzGWiBJoRfhexH0/edit#</a>	#81 - General Projects:	31 Jan	31 Jan	01:45

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)
	Complete	Agape banners - <a href="https://www.canva.com/design/DAFTFbtBgns/-G4TSXfr4oHO5caj1DtCUA/edit">https://www.canva.com/design/DAFTFbtBgns/-G4TSXfr4oHO5caj1DtCUA/edit</a> Agape publishing - <a href="https://agapefamilyhealth.org/benefits-physical-activity-jacksonville/">https://agapefamilyhealth.org/benefits-physical-activity-jacksonville/</a>	MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	2023 07:00 PM	2023 08:45 PM	
Maria Vinzon	Website Managment (12hrs) - Complete	Completed statistics page	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	31 Jan 2023 03:27 PM	31 Jan 2023 04:00 PM	00:33
Maria Vinzon	Website Managment (12hrs) - Complete	Completed statistics page Not Yet Complete partners page Not Yet Complete table of content for client folders	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	31 Jan 2023 01:26 PM	31 Jan 2023 02:40 PM	01:14
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	8:15 AM - 9: 15AM [Mamathrive] - ads optimization (facebook) -checking of adspent per campaign if aligned to our budget until renewal	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	31 Jan 2023 11:49 AM	31 Jan 2023 12:49 PM	01:00
Patrick Zeus Ra	Tshirt Design - Complete	fix Mamathrive embroidery shirt - <a href="https://drive.google.com/drive/folders/1b7IKmj0ZeW9J-bYNc2V7_HIFcwg6mHbj?usp=share_link">https://drive.google.com/drive/folders/1b7IKmj0ZeW9J-bYNc2V7_HIFcwg6mHbj?usp=share_link</a>	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	30 Jan 2023 12:45 PM	30 Jan 2023 01:45 PM	01:00
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	8:15 AM - 9: 15AM [Mamathrive] - ads optimization (pinterest, google and facebook) -add more targeting to increase audience size -relaunch DCT campaign -exclude registered participants in custom audience -create executive summart	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	30 Jan 2023 12:31 PM	30 Jan 2023 01:31 PM	01:00
Maria Vinzon	Meetings - Complete	Mama thrive meeting	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	30 Jan 2023 11:00 AM	30 Jan 2023 11:55 AM	00:55
Matt Catibog	Love Month Theme creatives - Complete	<a href="https://www.canva.com/design/DAFYr-06amk/s3m24BHgKqWGOA21tdlyJw/edit?utm_content=DAFYr-06amk&amp;utm_campaign=designshare&amp;utm_medium=link2&amp;utm_source=sharebutton">https://www.canva.com/design/DAFYr-06amk/s3m24BHgKqWGOA21tdlyJw/edit?utm_content=DAFYr-06amk&amp;utm_campaign=designshare&amp;utm_medium=link2&amp;utm_source=sharebutton</a>	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	30 Jan 2023 10:00 AM	30 Jan 2023 11:45 AM	01:45
Tomoni Majarucon	Writer / CREATE CANVA	1:15 PM - 2:00 PM [Mama Thrive] - Mama Thrive social ads content guide - <a href="https://docs.google.com/document/d/1DGBQfKoAQhiX-u3qQ7fuNSEnNVoupf7E3wwn64nLamw/edit">https://docs.google.com/document/d/1DGBQfKoAQhiX-u3qQ7fuNSEnNVoupf7E3wwn64nLamw/edit</a>	#81 - General Projects:	30 Jan	30 Jan	00:45



Staff Member	Task	Note	Related	Start Time	End Time	Time (h)
	CONTENT / CONTACT INFO & UNIQUE URL TO RELATED TO CONTENT - (GOAL DRIVE TRAFFIC TO WEBSITE) - Complete		MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	2023 04:00 AM	2023 04:45 AM	
Tomoni Majarucon	SEO Research - Complete	11:10 AM - 12:10 PM [Agape Family Health] - Agape SEO research - https://drive.google.com/drive/folders/1yLxokrwX0dkM7WL2L-qbGh4p5yEwyN4z 12:30 PM - 1:10 PM [Agape Family Health] - continue Agape SEO research - https://drive.google.com/drive/folders/1yLxokrwX0dkM7WL2L-qbGh4p5yEwyN4z 1:50 PM - 1:15 PM [Agape Family Health] - continue Agape SEO research - https://drive.google.com/drive/folders/1yLxokrwX0dkM7WL2L-qbGh4p5yEwyN4z	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	30 Jan 2023 04:00 AM	30 Jan 2023 06:00 AM	02:00
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	8:15 AM - 9: 45AM [Mamathrive] - ads optimization (pinterest, google and facebook) -add interest on each campaign to increase size audience to 1M -A/B testing audience	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	27 Jan 2023 10:55 AM	27 Jan 2023 12:25 PM	01:30
Lizzy Ogot	Do Follow Off-Page Content / Monthly Amount: ? - Complete	Complete MamaThrive off-page blogs https://drive.google.com/drive/folders/1QCm3flO86kHNCLkOtABDtBplekzTtlOh?usp=sharing	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	27 Jan 2023 09:00 AM	27 Jan 2023 10:30 AM	01:30
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	8:15 AM - 9: 30AM [Mamathrive] - ads optimization (pinterest, google and facebook) -Add interest to the campaign to increase audience size -Launch new retargeting campaign with optimized creatives and exclude enrolled to the program -created a custom audience	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	26 Jan 2023 11:01 AM	26 Jan 2023 12:16 PM	01:15
Lizzy Ogot	Do Follow Off-Page Content / Monthly Amount: ? - Complete	Edit and publish off-page blogs https://www.linkedin.com/pulse/6-benefits-telehealth-pregnant-women-jacksonville-florida-reach/?published=t https://global-presence-news.ghost.io/vaccine-guide-for-moms-to-be-in-jacksonville-florida/	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	26 Jan 2023 09:00 AM	26 Jan 2023 09:45 AM	00:45
Tomoni Majarucon	On-Page Content / Monthly Amount: ? - Complete	9:15 AM - 11:00 AM [Mama Thrive] - Mama Thrive blogs - https://docs.google.com/document/d/1VSUCjQWsUmm2LV_vE8Bt7y7-hc-2J3jzSqSG3ql-7ZU/edit https://docs.google.com/document/d/1A_2WLjygeamX0wflFe9tpWX_tSGPExaGjHZCAYhxYTs/edit#heading=h.6gh7cgr8mrh7 Banners - https://www.canva.com/design/DAFPeGkPFYk/yfQx5-8nvTdLIZM8pzQn0g/edit Publishing - https://mamathrive.org/mama-thrive-telehealth-services-when-technology-meets-healthcare/	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	26 Jan 2023 05:00 AM	26 Jan 2023 06:45 AM	01:45

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)
		<a href="https://mamathrive.org/january-is-national-birth-defects-prevention-month-mama-thrive/">https://mamathrive.org/january-is-national-birth-defects-prevention-month-mama-thrive/</a>				
Tomoni Majarucon	Social ads content guide and copies - Complete	8:30 AM - 9:15 AM [Mama Thrive] - continue Mama Thrive paid ads content guide - <a href="https://www.canva.com/design/DAFYr-06amk/s3m24BHgKqWGOA21tdlyJw/edit">https://www.canva.com/design/DAFYr-06amk/s3m24BHgKqWGOA21tdlyJw/edit</a>	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	26 Jan 2023 05:00 AM	26 Jan 2023 05:45 AM	00:45
Tomoni Majarucon	Social ads content guide and copies - Complete	1:30 AM - 1:45 AM [Mama Thrive] - Mama Thrive paid ads content guide - <a href="https://www.canva.com/design/DAFYr-06amk/s3m24BHgKqWGOA21tdlyJw/edit">https://www.canva.com/design/DAFYr-06amk/s3m24BHgKqWGOA21tdlyJw/edit</a>	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	25 Jan 2023 09:00 PM	25 Jan 2023 09:15 PM	00:15
Joms Alboroto	Social Media Essential Paid Ads Plan (20 hr) - Complete	8:15 AM - 9: 15AM [Mamathrive] - ads optimization (pinterest, google and facebook) -research for new campaign targeting	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	25 Jan 2023 12:26 PM	25 Jan 2023 01:26 PM	01:00
Joms Alboroto	Weekly Marketing Meet with Agape Family Health - Complete	10:00 AM - 11:45 AM [Mamathrive] -Weekly meeting -Launch father perspective campaign	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	25 Jan 2023 11:43 AM	25 Jan 2023 01:28 PM	01:45
Lizzy Ogot	Do Follow Off-Page Content / Monthly Amount: ? - Complete	Completed Mama Thrive off-page blogs <a href="https://drive.google.com/drive/folders/1QCm3fI086kHNCLkOtABDtBplekzTtI0h?usp=sharing">https://drive.google.com/drive/folders/1QCm3fI086kHNCLkOtABDtBplekzTtI0h?usp=sharing</a>	#81 - General Projects: MamaThrive.org (92hr,25r) - Agapefamilyhealth.org	25 Jan 2023 11:00 AM	25 Jan 2023 12:30 PM	01:30
						Total Logged Time: 91:52