

Period (02-18-2023 - 03-17-2023) - All Staff MembersJenalyn Aquinde

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Michael Ocampo	Website update main banner and content - Complete	Updated homepage and events https://docs.google.com/spreadsheets/d/1URINC3QIC6kH3E0Ed8fao5J9PdvZNs-AEXH1gpaxgLo/edit#gid=0	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	13 Mar 2023 03:00 PM	13 Mar 2023 04:30 PM	01:30	1.5
Tomoni Majarucon	SEO Content Content (8 hrs/8 Articles OnPage) - Complete	12:30 PM - 12:45 PM [LAUDERHILL] review blogs - https://docs.google.com/document/d/1RQrNFFKGxMt4tkIYCfqN88KHHcgwN57_i26XAgzJs6w/edit https://docs.google.com/document/d/1DyzuVWk-HFoZjhyDe92CrZtLxrZ6LL2EEF-Bb30aGuk/edit https://www.canva.com/design/DAFJBxqKCXk/cyBuZzvw0W_HweFFuqp1IA/edit?utm_content=DAFJBxqKCXk&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	13 Mar 2023 03:00 AM	13 Mar 2023 03:15 AM	00:15	0.25
Tomoni Majarucon	SEO Content Content (8 hrs/8 Articles OnPage) - Complete	10:45 AM - 11:00 AM [LAUDERHILL] homepage adjustments - https://lauderhillmall.net/	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	13 Mar 2023 03:00 AM	13 Mar 2023 03:15 AM	00:15	0.25
Alma Puente	Ad hoc tasks - Complete	-Ad hoc social media tasks	#117 - General Project s: LauderHillMall.net (18hr,16r) - Lauderhill Mall	10 Mar 2023 09:30 AM	10 Mar 2023 10:15 AM	00:45	0.75
						Total Logged Time: 09:30	Total Logged Time: 9.5

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Alma Puente	Social media content strategy tasks - Complete	-Ad hoc social media tasks	#117 - General Project s: LauderHillMall.net (1 8hr,16r) - Lauderhill M all	09 Mar 2023 0 9:45 AM	09 Mar 2023 10:30 AM	00:45	0.75
Tomoni Majarucon	SEO Content Content (8 hrs/ 8 Articles OnPage) - Complete	8:15 AM - 8:30 AM [Lauderhill] review blogs - https://docs.google.com/document/d/1Zn6yUcmVVBBe17L5sn_8YSMcRL2x1sCvZ2kX6vrURy3A/edit# https://docs.google.com/document/d/1lreLJAE8Mv4r3icmr0Xknd-V7cEcsMGE4Wtzn6A5rZE/edit# https://docs.google.com/document/d/1YEKqUaeslB1Wb4sYBXOAa326QXHG_8XjW9gnXcNfp88/edit#heading=h.ssjebxm4eer https://docs.google.com/document/d/1G5jOex7agpl-k9s9s5VZCW MzGMycZYsBrcOxBgAtW2A/edit#heading=h.wxedyclog6af https://docs.google.com/document/d/1v9_YIADo55U88c9u8AFzbrcRUBm46uTRZU0NshzHPIA/edit#heading=h.v3fqr8sx0rxs	#117 - General Project s: LauderHillMall.net (1 8hr,16r) - Lauderhill M all	08 Mar 2023 0 2:00 AM	08 Mar 2023 02:15 AM	00:15	0.25
Tomoni Majarucon	SEO Content Content (8 hrs/ 8 Articles OnPage) - Complete	8:15 AM - 8:30 AM [Lauderhill] review on-page blogs - https://docs.google.com/document/d/14oGMjvrvrQ1dRp1cSraFmFTafpRrzluheQIA6YpFDno/edit#heading=h.ea0gmpw2um08 https://docs.google.com/document/d/1_6XSBUNIZFd06vLZYATiqePZm_s7wlsNBTEF4iokPHg/edit#heading=h.uuw9j55414vh	#117 - General Project s: LauderHillMall.net (1 8hr,16r) - Lauderhill M all	07 Mar 2023 0 2:00 AM	07 Mar 2023 02:15 AM	00:15	0.25

Total Logged Time: 09:30

Total Logged Time: 9.5

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Alma Puente	Ad hoc tasks - Complete	-Finish pending G tasks and March content f or clients (Lauderhill Mall)	#117 - General Project s: LauderHillMall.net (1 8hr,16r) - Lauderhill M all	06 Mar 2023 1 2:30 PM	06 Mar 2023 02:00 PM	01:30	1.5
Tomoni Majarucon	SEO Content Content (8 hrs/ 8 Articles OnPage) - Complet e	12:50 PM — 1:05 PM [Lauderhill Mall] - revie w SEO research - https://drive.google.com/d rive/folders/1F0HExgoiEeGj6q7MOX1L4KwX yzNlew2C	#117 - General Project s: LauderHillMall.net (1 8hr,16r) - Lauderhill M all	06 Mar 2023 0 2:00 AM	06 Mar 2023 02:15 AM	00:15	0.25
Tomoni Majarucon	SEO Content Content (8 hrs/ 8 Articles OnPage) - Complet e	9:15 AM - 9:30 AM [Lauderhill Mall] - review SEO research - https://docs.google.com/doc ument/d/1v9_YIADo55U88c9u8AFzbrcRUBm 46uTRZU0NshzHPiA/edit	#117 - General Project s: LauderHillMall.net (1 8hr,16r) - Lauderhill M all	03 Mar 2023 0 4:00 AM	03 Mar 2023 04:15 AM	00:15	0.25
Michael Ocampo	Website update main banner and content - Complete	Applied changes in main banner, food store, shops https://docs.google.com/spreadsheet s/d/1qTB1SBVidplxX0iVUFezlUz09Ys1PqNhF GMwCDx3KOE/edit#gid=0	#117 - General Project s: LauderHillMall.net (1 8hr,16r) - Lauderhill M all	02 Mar 2023 1 0:00 AM	02 Mar 2023 12:00 PM	02:00	2
Tomoni Majarucon	Lauderhill Mall Store & Dining Rotation - Complete	1:30 PM - 1:45 PM [Lauderhill Mall] - rotation s and assist Michael- https://docs.google.co m/spreadsheets/d/1qTB1SBVidplxX0iVUFezl Uz09Ys1PqNhFGMwCDx3KOE/edit#gid=0 ht tps://docs.google.com/spreadsheets/d/1URI NC3QIC6kH3E0Ed8fao5J9PdvZNs-AEXH1g paxgLo/edit#gid=0	#117 - General Project s: LauderHillMall.net (1 8hr,16r) - Lauderhill M all	02 Mar 2023 0 3:00 AM	02 Mar 2023 03:15 AM	00:15	0.25
						Total Logged Time: 09:30	Total Logged Time: 9.5

Staff Member	Task	Note	Related	Start Time	End Time	Time (h)	Time (decimal)
Alma Puente	Social Media Manager / REFINE OR APPROVE CANVA POST - Complete	-Social media - March - Lauderhill	#117 - General Projects: LauderHillMall.net (18hr,16r) - Lauderhill Mall	27 Feb 2023 10:30 AM	27 Feb 2023 11:30 AM	01:00	1
Tomoni Majarucon	SEO Content Content (8 hrs/8 Articles OnPage) - Complete	11:45 AM - 12:00 PM [Lauderhill Mall] - review on-page and off-page blogs - done Onpage https://docs.google.com/document/d/16_GsGT2f5bNSA4CnaHxH0OP1eQamWhgZAXwynR7Qid0/edit# https://docs.google.com/document/d/11RImh2Y9H8gjflTycMfen8wCPQT1zmAN0JDB2-jQ5IU/edit#	#117 - General Projects: LauderHillMall.net (18hr,16r) - Lauderhill Mall	21 Feb 2023 01:00 AM	21 Feb 2023 01:15 AM	00:15	0.25
						Total Logged Time: 09:30	Total Logged Time: 9.5