

Daily Task / Activity (e.g., Inventory, Customer Service, Cooking, Cleaning, Payroll Prep, Ordering Supplies, Social Media, Manual Receipts)	Avg. Time Spent Daily (Low / Medium / High)	Enjoyment Level (1-5 Scale: 1=Hate; 5=Love)	Why?	Is there a "workaround" you're proud of for this task?
Cooking / Food Prep				
Customer Interaction (Front-Office)				
Managing Staff / Scheduling				
Ordering Supplies / Vendor Payments				
Inventory Management (Manual)				
Payroll / Accounting Prep				
Cleaning / Maintenance				
Marketing / Social Media				
Manual Receipts / Cash Reconciliation				