Medicine Tracker
Ver-1.0

By Suraj Dattaram Beloshe

Problem & background

Time is Money! But really everyone manages there time perfectly? Absolutely not. Day by day there are so many things happening in life. So, sometimes we focus on "Urgent" and ignore small small activities.

Solution

Having To do list is best option to mange time as well as get all the task completed in time. If they not then you could replan then rather missing them.

Methodology & Project scope

Follow the steps mentioned below to get optimum use of this "To Do Lis Do List

- ❖ Add your task in last cell under column "Description of Task"
- ❖ Select Priority from "Priority" Column. Set Target Date.
- ❖ Tracker will automatically show days to go every day will change
- ❖ Last thing you have to do is just check mark on box once task completed

Goals & KPIs

Following is the goal and KPIs of this project
- ✓ Goal 1: Record all the activities that you have to do
- ✓ Goal 2: Complete activity as per priority
- ✓ Goal 3: Progression Bar will let you know how much "Punctual" You are!

Concepts Used

- o Concept 1: Conditional Formatting
- o Concept 2: Data Consolidation
- o Concept 3: Dynamic Progression Charts using Table
- o Concept 4: Count, Countif, Date, If Functions
- o Concept 5: Checkbox

Conclusion

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This To Do List helps you to track all the activities and complete them on time. Also gives priority wise allocation so you don't miss small task under "Urgent" one.

Project Owner

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