Project Report: <u>Business Development</u> One Motion Technologies

Project Start Date: **End Date**:

ONE **MOTION**
technologies

🟩 Completed   🟧 Upcoming (next 7 days)   🟥 Late

Tasklists and tasks

Total Hours: 5 hrs 48 mins   **Total Estimated Time:** None   **Total Billable Time:** 5 hrs 48 mins   **Total NonBillable Time:** None

		Tasklists	Description	Start Date	Date Due	Assigned To	Priority	Progress	Status	Estimated	Time	Billable
		30										
	🟥	Technology Audit	We may be doing a full technology audit for www.insyn.ca	27 Oct (2014)	03 Nov (2014)	Marcus D.			Not Started	None	None	None
										None	**None**	**None**
		Cognitive Marketing										
		Merge Solutions										
	🟥	Merge Solutions	Do an audit of www.merge-solutions.com	25 Sep (2014)	25 Sep (2014)	Josh H.			Not Started	None	None	None
										None	**None**	**None**
		Woodoer										
	🟥	Woodoer Review	Review the Project Description for Woodoer document in the Files tab.	20 Oct (2014)	20 Oct (2014)	Marcus D.			Not Started	None	None	None
										None	**None**	**None**
		ODA										
	🟥	ODA	Really what they are looking for is a hosting solution with Joomla! support. They don't want any work done on their site currently. They want us to migrate their existing dev, qa, staging and live servers to our environment and then do any future Joomla! work. We'll have to assess our team's capabilities as well as the opportunity for more work with ODA. If it's simply based on this one project, it doesn't seem like this is something we would be interested in.	06 Oct (2014)	06 Oct (2014)	Marcus D.			Not Started	None	None	None
										None	**None**	**None**
		Project Management										
		Brand Launch										
	🟥	Create a lead list		23 Sep (2014)	10 Oct (2014)	Marcus D.|Josh H.			Not Started	None	None	None

	Create a lead list		18 Sep (2014)	16 Oct (2014)	Marcus D.|Josh H.		Not Started	None	None	None
	Mailchimp Templates	Research, Review and present template choices to Josh before doing any customization or integration.	22 Sep (2014)	23 Sep (2014)	Josh H.	100%	Completed 20 Oct (2014)	None	None	None
	Google Adwords	Target Halton Region.	22 Sep (2014)	24 Sep (2014)	Marcus D.	100%	Completed 02 Oct (2014)	None	None	None
								None	**None**	**None**

Gluckstein Rebrand

	Estimate Timeline and Resourcing	Put together a high level timeline with hour estimations for each required resource on the project.	10 Sep (2014)	10 Sep (2014)	Josh H.	100%	Completed 23 Sep (2014)	None	None	None
								None	**None**	**None**

90 Day Plan

30 Day - Identify		01 Jan (1970)	01 Jan (1970)			Not Started	None	None	None
60 Days - Revise		01 Jan (1970)	01 Jan (1970)			Not Started	None	None	None
90 Day - Implement		01 Jan (1970)	01 Jan (1970)			Not Started	None	None	None
Sales Metrics for Friday Meeting		01 Jan (1970)	01 Jan (1970)	Marcus D.		Not Started	None	None	None
							None	**None**	**None**

Studio Pavas

	Review Current Access DB		30 Jul (2014)	08 Aug (2014)	Josh H.	100%	Completed 14 Aug (2014)	None	None	None
								None	**None**	**None**

Canada Health Infoway

	Review Project Specs		25 Jun (2014)	27 Jun (2014)	Marcus D.	100%	Completed 29 Jul (2014)	None	None	None
								None	**None**	**None**

RemoteRep

	Send proposal for a Front End Audit		18 Jun (2014)	20 Jun (2014)	Marcus D.|Josh H.	100%	Completed 26 Jun (2014)	None	None	None
	Send links for Call Center Applications		16 Jun (2014)	16 Jun (2014)	Marcus D.	100%	Completed 29 Jul (2014)	None	None	None
								None	**None**	**None**