

Year	Month	Day	Time	Location	Activity	Duration	Frequency	Priority	Responsible	Status	Notes	Start Date	End Date	Start Time	End Time	Day	Month	Year	Category	Sub-category	Code	Value	Unit	Source	Target	Actual	Variance	Remarks
2023	Jan	1	08:00	Room 101	Meeting	1h	Weekly	High	John	Completed	Review Q4	2023-01-01	2023-01-01	08:00	09:00	Mon	Jan	2023	Meeting	Quarterly	M001	100	USD	100	100	0	On time	
2023	Jan	2	09:00	Room 102	Training	2h	Monthly	Medium	Jane	Completed	Excel Course	2023-01-02	2023-01-02	09:00	11:00	Tue	Jan	2023	Training	Course	T002	200	USD	200	200	0	Good attendance	
2023	Jan	3	10:00	Room 103	Workshop	3h	Quarterly	High	Mike	Completed	Product Dev	2023-01-03	2023-01-03	10:00	13:00	Wed	Jan	2023	Workshop	Product	W003	300	USD	300	300	0	Very productive	
2023	Jan	4	14:00	Room 104	Conference	4h	Annual	High	Sarah	Completed	Client Meet	2023-01-04	2023-01-04	14:00	18:00	Thu	Jan	2023	Conference	Client	C004	400	USD	400	400	0	Successful	
2023	Jan	5	08:00	Room 105	Meeting	1h	Weekly	High	John	Completed	Review Q4	2023-01-05	2023-01-05	08:00	09:00	Mon	Jan	2023	Meeting	Quarterly	M005	100	USD	100	100	0	On time	
2023	Jan	6	09:00	Room 106	Training	2h	Monthly	Medium	Jane	Completed	Excel Course	2023-01-06	2023-01-06	09:00	11:00	Tue	Jan	2023	Training	Course	T006	200	USD	200	200	0	Good attendance	
2023	Jan	7	10:00	Room 107	Workshop	3h	Quarterly	High	Mike	Completed	Product Dev	2023-01-07	2023-01-07	10:00	13:00	Wed	Jan	2023	Workshop	Product	W007	300	USD	300	300	0	Very productive	
2023	Jan	8	14:00	Room 108	Conference	4h	Annual	High	Sarah	Completed	Client Meet	2023-01-08	2023-01-08	14:00	18:00	Thu	Jan	2023	Conference	Client	C008	400	USD	400	400	0	Successful	
2023	Jan	9	08:00	Room 109	Meeting	1h	Weekly	High	John	Completed	Review Q4	2023-01-09	2023-01-09	08:00	09:00	Mon	Jan	2023	Meeting	Quarterly	M009	100	USD	100	100	0	On time	
2023	Jan	10	09:00	Room 110	Training	2h	Monthly	Medium	Jane	Completed	Excel Course	2023-01-10	2023-01-10	09:00	11:00	Tue	Jan	2023	Training	Course	T010	200	USD	200	200	0	Good attendance	
2023	Jan	11	10:00	Room 111	Workshop	3h	Quarterly	High	Mike	Completed	Product Dev	2023-01-11	2023-01-11	10:00	13:00	Wed	Jan	2023	Workshop	Product	W011	300	USD	300	300	0	Very productive	
2023	Jan	12	14:00	Room 112	Conference	4h	Annual	High	Sarah	Completed	Client Meet	2023-01-12	2023-01-12	14:00	18:00	Thu	Jan	2023	Conference	Client	C012	400	USD	400	400	0	Successful	
2023	Jan	13	08:00	Room 113	Meeting	1h	Weekly	High	John	Completed	Review Q4	2023-01-13	2023-01-13	08:00	09:00	Mon	Jan	2023	Meeting	Quarterly	M013	100	USD	100	100	0	On time	
2023	Jan	14	09:00	Room 114	Training	2h	Monthly	Medium	Jane	Completed	Excel Course	2023-01-14	2023-01-14	09:00	11:00	Tue	Jan	2023	Training	Course	T014	200	USD	200	200	0	Good attendance	
2023	Jan	15	10:00	Room 115	Workshop	3h	Quarterly	High	Mike	Completed	Product Dev	2023-01-15	2023-01-15	10:00	13:00	Wed	Jan	2023	Workshop	Product	W015	300	USD	300	300	0	Very productive	
2023	Jan	16	14:00	Room 116	Conference	4h	Annual	High	Sarah	Completed	Client Meet	2023-01-16	2023-01-16	14:00	18:00	Thu	Jan	2023	Conference	Client	C016	400	USD	400	400	0	Successful	
2023	Jan	17	08:00	Room 117	Meeting	1h	Weekly	High	John	Completed	Review Q4	2023-01-17	2023-01-17	08:00	09:00	Mon	Jan	2023	Meeting	Quarterly	M017	100	USD	100	100	0	On time	
2023	Jan	18	09:00	Room 118	Training	2h	Monthly	Medium	Jane	Completed	Excel Course	2023-01-18	2023-01-18	09:00	11:00	Tue	Jan	2023	Training	Course	T018	200	USD	200	200	0	Good attendance	
2023	Jan	19	10:00	Room 119	Workshop	3h	Quarterly	High	Mike	Completed	Product Dev	2023-01-19	2023-01-19	10:00	13:00	Wed	Jan	2023	Workshop	Product	W019	300	USD	300	300	0	Very productive	
2023	Jan	20	14:00	Room 120	Conference	4h	Annual	High	Sarah	Completed	Client Meet	2023-01-20	2023-01-20	14:00	18:00	Thu	Jan	2023	Conference	Client	C020	400	USD	400	400	0	Successful	
2023	Jan	21	08:00	Room 121	Meeting	1h	Weekly	High	John	Completed	Review Q4	2023-01-21	2023-01-21	08:00	09:00	Mon	Jan	2023	Meeting	Quarterly	M021	100	USD	100	100	0	On time	
2023	Jan	22	09:00	Room 122	Training	2h	Monthly	Medium	Jane	Completed	Excel Course	2023-01-22	2023-01-22	09:00	11:00	Tue	Jan	2023	Training	Course	T022	200	USD	200	200	0	Good attendance	
2023	Jan	23	10:00	Room 123	Workshop	3h	Quarterly	High	Mike	Completed	Product Dev	2023-01-23	2023-01-23	10:00	13:00	Wed	Jan	2023	Workshop	Product	W023	300	USD	300	300	0	Very productive	
2023	Jan	24	14:00	Room 124	Conference	4h	Annual	High	Sarah	Completed	Client Meet	2023-01-24	2023-01-24	14:00	18:00	Thu	Jan	2023	Conference	Client	C024	400	USD	400	400	0	Successful	
2023	Jan	25	08:00	Room 125	Meeting	1h	Weekly	High	John	Completed	Review Q4	2023-01-25	2023-01-25	08:00	09:00	Mon	Jan	2023	Meeting	Quarterly	M025	100	USD	100	100	0	On time	
2023	Jan	26	09:00	Room 126	Training	2h	Monthly	Medium	Jane	Completed	Excel Course	2023-01-26	2023-01-26	09:00	11:00	Tue	Jan	2023	Training	Course	T026	200	USD	200	200	0	Good attendance	
2023	Jan	27	10:00	Room 127	Workshop	3h	Quarterly	High	Mike	Completed	Product Dev	2023-01-27	2023-01-27	10:00	13:00	Wed	Jan	2023	Workshop	Product	W027	300	USD	300	300	0	Very productive	
2023	Jan	28	14:00	Room 128	Conference	4h	Annual	High	Sarah	Completed	Client Meet	2023-01-28	2023-01-28	14:00	18:00	Thu	Jan	2023	Conference	Client	C028	400	USD	400	400	0	Successful	
2023	Jan	29	08:00	Room 129	Meeting	1h	Weekly	High	John	Completed	Review Q4	2023-01-29	2023-01-29	08:00	09:00	Mon	Jan	2023	Meeting	Quarterly	M029	100	USD	100	100	0	On time	
2023	Jan	30	09:00	Room 130	Training	2h	Monthly	Medium	Jane	Completed	Excel Course	2023-01-30	2023-01-30	09:00	11:00	Tue	Jan	2023	Training	Course	T030	200	USD	200	200	0	Good attendance	
2023	Jan	31	10:00	Room 131	Workshop	3h	Quarterly	High	Mike	Completed	Product Dev	2023-01-31	2023-01-31	10:00	13:00	Wed	Jan	2023	Workshop	Product	W031	300	USD	300	300	0	Very productive	

