

Production Report

Date Range: Cleared Activities from 4/12/2006 to 4/19/2006 and Pending Activities from 4/19/2006 to 4/26/2006

Summary by User

		Total	Call	Meeting	Personal Activity	To-do
Total		13	2	4	2	5
Allison Mikola	Total	5	1	1	0	3
	Cleared	2	1	0	0	1
	Pending	3	0	1	0	2
Chris Huffman	Total	8	1	3	2	2
	Cleared	1	0	1	0	0
	Pending	7	1	2	2	2

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Allison Mikola

Cleared

Date	Time	Type	Company	Contact	Regarding & Details
4/12/2006		To-do	CH Gourmet Gifts	Chris Huffman	Review HTML version of eNewsletter
4/17/2006		Call	Searchlight Casting	Gracie Anderson	Follow up on special basket order for company meeting

Pending

Date	Time	Type	Company	Contact	Regarding & Details
4/21/2006	4:30:00PM	To-do	Arcadia Ave. Florist	Jackie Jorgensen	Send Follow-Up Letter
4/23/2006	12:00:00PM	To-do	CH Gourmet Gifts	Chris Huffman	Place want ad for new Sales Rep.
4/23/2006	7:00:00PM	Meeting	Spaghettoni's	Mary Nara	Dinner Meeting

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Chris Huffman

Cleared

Date	Time	Type	Company	Contact	Regarding & Details
4/15/2006	7:30:00AM	Meeting	Dittmeier Delights	Liz Dittmeier	Breakfast Meeting

Pending

Date	Time	Type	Company	Contact	Regarding & Details
4/21/2006	10:00:00AM	Personal Activity	CH Gourmet Gifts	Chris Huffman	Pickup show tickets!
4/21/2006	12:00:00PM	Call	Black Forest Baking	Kristi Elmendorf	Confirm Shipment
4/22/2006		To-do	American Dreams	Hayleigh Frieda	Send Contract
4/22/2006	11:00:00AM	Meeting	Tiny Town Productions	Ashley Allan	Lunch Meeting
4/25/2006	9:00:00AM	To-do	CH Gourmet Gifts	Chris Huffman	Purchase a Palm device - integrate with ACT!
4/25/2006	7:00:00PM	Personal Activity	CH Gourmet Gifts	Chris Huffman	Johnnie's Soccer Game Field #7
4/26/2006	4:00:00PM	Meeting	Mercury Production Management	Albert Barry	Spend time reviewing the product