

Year	Month	Day	Time	Location	Activity	Duration	Frequency	Intensity	Impact	Notes
2019	Jan	1	10:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Initial planning session.
2019	Jan	15	14:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Progress review.
2019	Feb	1	10:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Task assignment.
2019	Feb	15	14:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Progress review.
2019	Mar	1	10:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Task assignment.
2019	Mar	15	14:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Progress review.
2019	Apr	1	10:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Task assignment.
2019	Apr	15	14:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Progress review.
2019	May	1	10:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Task assignment.
2019	May	15	14:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Progress review.
2019	Jun	1	10:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Task assignment.
2019	Jun	15	14:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Progress review.
2019	Jul	1	10:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Task assignment.
2019	Jul	15	14:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Progress review.
2019	Aug	1	10:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Task assignment.
2019	Aug	15	14:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Progress review.
2019	Sep	1	10:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Task assignment.
2019	Sep	15	14:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Progress review.
2019	Oct	1	10:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Task assignment.
2019	Oct	15	14:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Progress review.
2019	Nov	1	10:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Task assignment.
2019	Nov	15	14:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Progress review.
2019	Dec	1	10:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Task assignment.
2019	Dec	15	14:00	Room 101	Meeting	1 hour	1 time	Low	Minimal	Progress review.