

From: [REDACTED] >

To: Daphne Wallace <[REDACTED]>

Cc: Rich Kahn <[REDACTED]>

Subject: Completed items on Smart Sheet

Date: Thu, 23 May 2019 18:05:49 +0000

Hi Daphne...I see quite a few line items that state 'complete' in the description field but have no 'completion date' filled in. Will you be going through the sheet at the end of the day and inputting the data?

...I still think a neutral color to code each line item as completed is a quick way to visually see it is completed. Maybe an ivory color.