

Task Assignment Checklist

Team Name: _____
Project: _____
Manager: _____
Date: ____ / ____ / ____

Task	Assigned To	Deadline	Status	Completed
			<input type="button" value="▼"/>	<input type="checkbox"/>
			<input type="button" value="▼"/>	<input type="checkbox"/>
			<input type="button" value="▼"/>	<input type="checkbox"/>
			<input type="button" value="▼"/>	<input type="checkbox"/>

General Notes / Comments: