

Project Name	Year	Start	End	Activity	Priority	Status	Responsible	Comments	Impact	Notes
Project A: Infrastructure Upgrade	2023	2023-01-01	2023-12-31	Infrastructure Upgrade	High	Completed	John Doe	Completed on time and within budget.	Positive	Key milestones met.
Project B: New Product Development	2023	2023-03-15	2024-06-30	New Product Development	Medium	In Progress	Jane Smith	Minor delays in testing phase.	Neutral	Regular communication with stakeholders.
Project C: Marketing Campaign	2023	2023-02-01	2023-08-31	Marketing Campaign	Low	Completed	Mike Johnson	Exceeded expectations in reach.	Positive	Strong engagement metrics.
Project D: HR System Implementation	2023	2023-04-01	2023-10-31	HR System Implementation	Medium	Completed	Sarah Lee	Smooth transition for staff.	Positive	Minimal disruption to operations.
Project E: IT Security Audit	2023	2023-05-01	2023-09-30	IT Security Audit	High	Completed	David Kim	Identified and resolved vulnerabilities.	Positive	Enhanced overall security posture.
Project F: Customer Service Training	2023	2023-06-01	2023-11-30	Customer Service Training	Low	In Progress	Emily White	Positive feedback from staff.	Positive	Improved customer satisfaction scores.
Project G: Financial Reporting Automation	2023	2023-07-01	2024-01-31	Financial Reporting Automation	Medium	In Progress	Chris Brown	Complex integration with existing systems.	Neutral	Regular updates and testing.
Project H: Compliance Review	2023	2023-08-01	2023-12-31	Compliance Review	High	Completed	Alex Green	All requirements met.	Positive	Proactive approach to regulatory changes.
Project I: Data Analytics Platform	2023	2023-09-01	2024-03-31	Data Analytics Platform	Medium	In Progress	Mia Black	Platform under development.	Neutral	Collaboration with data science team.
Project J: Office Relocation	2023	2023-10-01	2024-02-28	Office Relocation	Low	In Progress	Noah Grey	Logistics being finalized.	Neutral	Minimizing disruption to employees.
Project K: Sustainability Initiative	2023	2023-11-01	2024-04-30	Sustainability Initiative	Medium	In Progress	Olivia Blue	Partnerships being explored.	Neutral	Aligning with corporate values.
Project L: Talent Acquisition Strategy	2023	2023-12-01	2024-05-31	Talent Acquisition Strategy	Medium	In Progress	Liam Purple	Recruitment process being refined.	Neutral	Focus on diversity and inclusion.
Project M: Internal Audit	2023	2023-01-15	2023-07-31	Internal Audit	High	Completed	Ava Yellow	Comprehensive review completed.	Positive	Identified areas for improvement.
Project N: Brand Revamp	2023	2023-02-15	2023-09-30	Brand Revamp	Medium	Completed	Ethan Red	New branding elements launched.	Positive	Strong market response.
Project O: Supply Chain Optimization	2023	2023-03-15	2023-11-30	Supply Chain Optimization	Medium	In Progress	Sophia Orange	Vendor negotiations ongoing.	Neutral	Goal to reduce costs and improve efficiency.
Project P: Digital Transformation	2023	2023-04-15	2024-06-30	Digital Transformation	High	In Progress	Lucas Green	Cloud migration in progress.	Neutral	Long-term strategic initiative.
Project Q: Employee Wellness Program	2023	2023-05-15	2023-12-31	Employee Wellness Program	Low	In Progress	Zoe Blue	Program launch planned.	Positive	Focus on mental and physical health.
Project R: Innovation Hub	2023	2023-06-15	2024-03-31	Innovation Hub	Medium	In Progress	Leo Purple	Space being prepared.	Neutral	Encouraging cross-departmental collaboration.
Project S: Risk Management Framework	2023	2023-07-15	2023-10-31	Risk Management Framework	High	Completed	Aria Yellow	Framework established.	Positive	Enhanced risk awareness.
Project T: Customer Feedback Loop	2023	2023-08-15	2024-01-31	Customer Feedback Loop	Medium	In Progress	Ben Red	Survey tool implemented.	Neutral	Regular analysis and action on feedback.
Project U: Vendor Management System	2023	2023-09-15	2024-02-28	Vendor Management System	Medium	In Progress	Chloe Orange	System selection in progress.	Neutral	Streamlining procurement process.
Project V: Internal Communication	2023	2023-10-15	2023-12-31	Internal Communication	Low	In Progress	Jack Green	Internal newsletter relaunch.	Positive	Improving transparency.
Project W: Compliance Training	2023	2023-11-15	2024-01-31	Compliance Training	High	In Progress	Skylar Blue	Training modules being developed.	Neutral	Ensuring all staff are up-to-date.
Project X: Strategic Planning	2023	2023-12-15	2024-03-31	Strategic Planning	High	In Progress	Ryan Purple	Next 5-year plan being drafted.	Neutral	Aligning all departments with vision.

column	Description	colMkr's comments
datasetName	reference or official name of the dataset or database	
type	disciplines datasets (i.e. containing data from one study context), database (i.e. collections of raw data from multiple contexts), platform (i.e. interactive website for user access management and filtering) in the sense of Schneider et al. (2016) (2)	
URL	location of the dataset or database on the internet, e.g. the database website or the address of the dataset on its hosting service	in EOL, you write "webarchive" - should we keep it?
DOI	immutable document object identifier of the dataset or database; can be used for references	
Version	most recent version of the dataset or database (if versioning is provided)	
PublishedDate	date the dataset or database was published dd-mm-yyyy	or date of the version?
AccessDate	date the dataset or database was accessed to create this entry dd-mm-yyyy	
organismFocus	organism groups that are covered by the dataset or database, usually of higher taxonomic rank, e.g. a phylum/division or class	
regionFocus	regional scope of the dataset or database, usually a continent or country or "global"	
researchFocus	concise description or keywords of the field-based research, type of trials that are covered (e.g. life history, morphological, functional, response)	I always found this field tricky to fill, or at least the title misleading - should we rename it traitTypes? If so, how does it overlap the "description" field?
NumberTaxa	the number of taxa included in the dataset or database	
NumberObservations	the number of distinct measurements of traits included in the dataset or database	when it's a compilation from literature - do we leave it empty or put the same number
Responsible	corresponding author or maintainers for the dataset or database	
Class		
AccessMode	preferred citation for the dataset or database whether the data are openly accessed (i.e. no registration required to access data), require registration (personal registration for full access or restricted access), require membership of the database "Public domain" Creative Commons BY allows free use and modification, Creative Commons Attribution (CC BY) allows the use provided citation and authorship attribution, other CC licenses see https://creativecommons.org/licenses/ or other restrictive data sharing agreements or data policies	Zanne AE, Tank DC, Corneill WW, Eastman JM, Smith SA, FitzJohn HG, McGinn DJ, O'Meara BC, Moore AJ, Rauch PS, Roger DL, Soltis DE, Stevens PF, Westoby M, Wright IJ, Auerbach L, Berlin R, Calamita A, Govaerts R, Hamrick J, Leishman MR, Oleksyn J, Soltis PS, Swenson NG, Warren L, Beaulieu JM, Osborne A (2014) Three keys to the radiation of angiosperms into freezing environments
TermsOfUse		
Description	a descriptive paragraph about the dataset or database	
AuthorORCID	name of the person(s) that entered the dataset or database in the living spreadsheet	
InTheBiodidatam	is the dataset included in the biodiversity R package (TRUE or FALSE), data may be added via pull requests or issues on https://github.com/Ecolocog/biodidatam	