



## Michael Lamb Activity

2022-05-16

Date From (Inclusive)	01/01/2022
Date To (Excluded)	31/03/2022
Auto Issues Completed	User Issues Completed

From 2022-01-01 To 2022-03-31

## Michael Lamb Auto Tasks Completed

164

ID	Subject	Number Issues	Average Days to Complete
452	Off Site Backup	13	7
526	Import Bank CSV	63	5
139	Server Review	3	19
454	Backup Server Status	6	16
511	AWS Amazon Web Services Collect Invoice	3	36
714	Chase The Debtors VST	1	17
1086	Shred CC Slips	12	13
108	PUT OUT BLUE BIN AT GHYLL HOUSE WHEN THE OTHERS ON THE STREET ARE OUT	3	28
524	Delivered not Invoiced	3	16
597	Fast Hosts Invoice	3	34
1035	Check Xero To Barclays Bank Statements End On Month GBP, USD And Euro Viamed	1	14
508	Shred Sensitive Paperwork	6	14
930	UPS Invoices Vandagraph	3	14
401	Check Paypal For Orders	3	9
410	Proforma And Quote Chasing	3	10
424	Warehouse Floors	3	9
370	Duplicate Documents	3	27
510	Domain Name Management	3	23
777	Completing Office Job List	3	5
507	Collect Repair Filing From Warehouse	3	2
1090	Proforma And Quote Chasing Ryan	1	1
1092	Proforma And Quote Chasing UK	1	1
879	Empty Warehouse Depleted Sensor Bin	1	2
838	Region Checker	1	1
793	SRS Folder	1	8
1053	Exchange Rate In To Intrastats	1	7
1153	Verification Of Non Conforming Products	1	51
1162	Verification Warehouse Hand Sanitiser	1	35
1164	Verification Stock Items And Locations	1	50
377	Accounts on Stop	1	32

687	HMRC Intrastats Data	1	3
558	Viamed End Of Month Shutdown	1	2
559	Viamed Properties Loan	1	51
560	Staff Training	1	2
1151	Verification Supplier Delivery Notes	1	51
668	Answering Telephones	1	0
1119	Check Creditors	1	0
700	Withdraw Funds From Paypal	1	26
679	Bank Details Entered	1	15
918	Proofs of Delivery	1	30
95	ESD Workstations	1	14
812	Purchase Payments	1	8
734	Goods In Processes	1	19