

MONTHLY TIME SHEET

May 2015

<http://item-china.cn/>

RATES PER HOUR

Web edit	Mo - Fr	9:00 - 19:00	A =	¥	600.00
	Mo - Fr	19:00 - 24:00	B =	¥	900.00
	Sa & So / Holidays	9:00 - 19:00	C =	¥	1,100.00
Communication	Emails		D =	¥	400.00
	Phone charges / skype		E =	¥	150.00

DATE	REQUEST BY	TASK	STATUS	START	STOP	TIME SPEND	RATE	FEE
04.05.2015	Ms. Palatini	emails reg. CN ePapers / download attempts from DE item/ check-up on prior conversations regarding ePapers		16:40	- 17:20	0:40	A ¥	400.00
06.05.2015	Mr. Koch	2 email reg. discount offer India Web site and explanation made page list of existing site		15:00	- 16:15	1:15	D ¥	500.00
12.05.2015	Ms. Palatini	change contact details - distributor		11:30	- 11:45	0:15	A ¥	150.00
18.05.2015		Email regarding missing video				0:10	D ¥	66.67
19.05.2015	Mr. Koch	add video to Application Video page adjust Start Slider Links		9:20	- 10:00	0:40	A ¥	400.00
	Ms. Palatini	make new slider - Start page, make pictures web compatible		15:40	- 16:15	0:35	A ¥	350.00
		change again		16:35	- 16:45	0:10	A ¥	100.00
29.05.2015	Mr. Koch	remove slider		12:00	- 12:10	0:10	A ¥	100.00
		change footer contact details		14:15	- 14:45	0:30	A ¥	300.00
		update slider Application (add pic's)		16:05	- 16:25	0:20	A ¥	200.00
TOTAL for May 2015							¥	2,566.67