Date	Time	Total Hours	Activties
02/09/2021	9:30 am - 4:30 pm	7	Made a lookbook. Looked for clients & sent the lookbook via email. Made a sale!!!
02/12/2021	10:00 am - 6:00 pm	8	Looked for emails of clientlist. Contacted Cammie Kirk (salesperson) for more potential emails.
02/15/2021	10:30 am - 5:30 pm	7	Tasked with looking for more emails. Sent the lookbook to any new emails found.
02/16/2021	11:00 pm - 5:00 pm	6	Send lookbook to more clients. Cut templates and look for advertising sites.
02/19/2021	10:00 pm - 6:00 pm	8	Cut templates for garments and browse for potental ideas for advertisment.
02/22/2021	10:30 am - 5:30 pm	7	Tasked with cutting more templates ranging from different sizes such as small, medium and large.
02/23/2021	10:30 am - 5:30 pm	7	Created an ad and posted on several websites. Had a photoshoot displaying new garments. Helped design a shirt for the future spring collection.
02/26/2021	10:00 pm - 6:00 pm	8	Browsed abstract art. Thought of potental shirt ideas and sketched some ideas.
03/01/2021	10:30 am - 5:30 pm	7	Sketched more garment ideas following an abstract theme. Picked a bird design to place on a dress.
03/02/2021	10:15 am - 6:15 pm	8	Designed a dress the bird abstract idea with fabric paint. Cut some templates for shirts and pants. Placed more ads on different platforms.
03/05/2021	10:00 am - 6:00 pm	8	Followed up on ads and saw how it performed on each platform. Looked for more ways to post ad.
03/08/2021	10:30 am - 5:30 pm	7	Placed alteration ad on various platforms such as Nextdoor and Patch. Called Churches to see if an ad could be placed there.
03/09/2021	10:00 am - 6:00 pm	8	Cut some templates out for garments. Cut some fabric and elastic bands that would be used for a mask.
03/12/2021	10:00 pm - 6:00 pm	8	Followed up on ads and saw how it performed on each platform. Looked for more ways to post ad.
03/15/2021	10:30 am - 5:30 pm	7	Tasked with putting string on tags. Each string needed to be cut 8 1/2 inches.
03/16/2021	10:00 am - 6:00 pm	8	Place ad on various platforms such as Nextdoor and Patch. Cut fabric at different sizes and templates for garments.
03/19/2021	10:00 am - 6:00 pm	8	Cut some templates for shirts and pants. Cut some fabric. Followed up on ads.
03/22/2021	10:00 am - 7:00 pm	9	Organized some clothing racks. Followed up on ads.
03/23/2021	10:00 am - 6:00 pm	8	Cut some templates. Cut velcro strips for a bag. Looked for a better financial & paying service.
03/26/2021	0	0	Travelled out of the country
03/29/2021	0	0	Travelled out of the country
03/30/2021	0	0	Travelled out of the country
04/02/2021	0	0	Travelled out of the country
04/05/2021	0	0	Travelled out of the country
04/06/2021	10:00 am - 6:00 pm	8	Cut some templates for garments. Templates had different sizes such as small, medium, large , extra large and 2X Large.
04/09/2021	10:00 am - 6:00 pm	8	Followed up on ads placed on Nextdoor and Craiglist. No response on Craiglist. Posted on Nextdoor and Patch.
04/12/2021	10:30 am - 5:30 pm	6	Took two binders full of contacts and rearranged the purchase orders in alphabetical order.
04/13/2021	10:30 am - 5:30 pm	7	Executed a photoshoot with certain samples.Created Depop account to sell samples. Looked up different selling platforms to place samples as well. Created captions that would appeal to potential consumers.
04/16/2021	10:00 am - 6:00 pm	8	Created PayPal account and followed up on Depop.Cut string about 8 1/2 inches. Put string on tags.
04/19/2021	10:00 am - 6:00 pm	8	Looked up ideas for a design. Brainstormed and sketched on paper.
04/20/2021	11:00 am - 6:00 pm	7	Conducted our first Sample Sale. Made seven sales. Dressed up a mannequin to showcase some samples to ongoing lookers.
04/23/2021	10:00 am - 6:00 pm	8	Brainstormed design ideas for potential garment.
04/26/2021	10:00am - 5:00 pm	7	Followed up on ads posted on various sites. Posted ad on Nextdoor and Patch.
04/27/2021	10:00 am - 5:00 pm	7	Organized sample rack by color. Conducted a Sample Sale on the sidewalk. Made a one sale. Looked up various Business insurance companies.
04/30/2021	10:00 am - 6:00 pm	8	Followed up on Depop. Refreshed listings for denim jackets that were posted. Followed up on Nextdoor and Patch.
05/03/2021	11:00 am - 4:00 pm	5	Brainstormed ideas that could attract more customers.
05/04/2021	10:00 am - 5:00 pm	7	Fixed up a selection of garments that will be featured on the Fall lookbook. Conducted a photo shoot with selected garments.
05/07/2021	10:00 am - 6:00 pm	8	Uploaded more garments to showcase that would be featured on Depop.
05/11/2021			
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