

Project Timesheet Report

The **project timesheet report** provides a detailed overview of hours worked, organized by individual tasks for accurate tracking. It helps managers monitor progress and allocate resources efficiently. This report ensures transparency and precise billing for client projects.

Task Breakdown

Task Name	Assigned To	Date	Hours Worked	Description
Design Wireframes	Alice Johnson	2024-06-10	4	Created homepage and dashboard wireframes
Backend API Development	Bob Lee	2024-06-10	6	Developed endpoints for user authentication
Frontend Integration	Chan Park	2024-06-11	5	Integrated UI components with API
Testing & QA	Diane Smith	2024-06-12	3	Functional testing of login and signup features
Total Hours			18	

Summary:

This report summarizes a total of **18 hours** worked across four key tasks. The breakdown allows for granular tracking and transparent client billing. For detailed staff allocation or further breakdowns, refer to individual timesheets.