

<b>Task</b>	<b>Priority</b>	<b>Status</b>	<b>Due Date</b>
Email Management	High	Completed	2025-02-20
Data Entry	Medium	In Progress	2025-02-22
Customer Support	Hight	Pending	2025-02-25
Scheduling	Low	Completed	2025-02-18
File Organization	Medium	In Progress	2025-02-21