Timesheet

Northwind Studio

Employee Jordan Ellis
Week November 9, 2026 to November 15, 2026
Project Contoso Books, the new website

Day	Date	Hours	Work done
Monday	Nov 9	8.00	The notes of the interviews at the shop written up for the team
Tuesday	Nov 10	8.50	The site map, first draft, from what the shop's team said: how the orders come in today, which titles sell online, and what the catalog needs
Wednesday	Nov 11	7.50	The site map revised; wireframes of the home and title pages
Thursday	Nov 12	9.00	Wireframes for phones; the order pages
Friday	Nov 13	8.00	Review with the client by video call, notes for the design phase
Saturday	Nov 14	2.50	The list of photos of the new titles, for the shoot
Sunday	Nov 15		
Total		**43.50**	

Regular 40.00 hours
Overtime 3.50 hours

I confirm these hours and sign below.

Employee, Jordan Ellis

Date

Approved by the manager

Date