Task Management Challenge

3) listen and fill the blanks with the words you hear 🔊

We were thinking about 1) _ _ _ _ _ _ _ _ _ _ but 2) _ _ _ _ _ _ _ _ we are looking at

3) _ _ _ _ _ _ _ _ _ _ in the city - not 4) _ _ _ _ _ _ _ _ becuase that would be

5) _ _ _ _ _ _ _ _ _ _ to calculate or that's not a product 6) _ _ _ _ _ _ _ _ . So, a

7) _ _ _ _ _ _ _ _ in which you can talk about this 8) _ _ _ _ _ _ _ _ , talk about its

9) _ _ _ _ _ _ _ _ , talk about its goals, talk about 10) _ _ _ _ _ _ _ _ , would be a Google Doc.

[...] A 11) _ _ _ _ _ _ _ _ is a place where you can track, 12) _ _ _ _ _ _ _ _ relevant

13) _ _ _ _ _ _ _ _ , set the 14) _ _ _ _ _ _ _ _ of a given task. You can see that a ticket is now

ready to be 15) _ _ _ _ _ _ _ _ by an 16) _ _ _ _ _ _ _ _ , that's 17) _ _ _ _ _ _ _ _ when it's

going to come to you. When you are 18) _ _ _ _ _ _ _ _ to work on the ticket you

19) _ _ _ _ _ _ _ _ it as a "started" and then you start actually 20) _ _ _ _ _ _ _ _ about let's

say the 21) _ _ _ _ _ _ _ _ or any kind of 22) _ _ _ _ _ _ _ _ that you need to do for this.

Eventually, the ticket will be marked as 23) _ _ _ _ _ _ _ _ ; before that you might have

certain 24) _ _ _ _ _ _ _ _ like I'm 25) _ _ _ _ _ _ _ _ the ticket, I'm getting the ticket

26) _ _ _ _ _ _ _ _ . [...] It's a state 27) _ _ _ _ _ _ _ _ or lifecycle 28) _ _ _ _ _ _ _ _ , that's

what 29) _ _ _ _ _ _ _ _ provides you.