7-Day Accountability Tracker

Day & Date	One Task I Will Complete Today	Done / Not Done	What Helped / What Blocked Me
Day 1	Scrape company data from LinkedIn and clean duplicates	**Done**	Used web scraper script and filters for quick cleanup
Day 2	Normalize job title and industry fields for CRM upload	**Done**	Clear formatting rules and naming standards helped maintain consistency
Day 3	Standardize company website URLs and remove invalid entries from the dataset	**Not Done**	Faced formatting inconsistencies and missing fields, which required extra validation scripts
Day 4	Enrich CRM with missing company details like size, location, and LinkedIn URL	**Done**	Used enrichment tools and filters to update records efficiently
Day 5	Tested an automation email drafting tool based on value propositions and sales assets	**Done**	Evaluated AI-generated drafts for accuracy and personalization before campaign use
Day 6	Verify and clean bounced contacts from the recent campaign	**Not Done**	Delay in receiving results from email verification site due to server down
Day 7	Summarize weekly updates and share report with manager	**Done**	Analytical data & notes made report preparation easy