

Project	Project Sections	Parent Task	Description of Parent Task	Assignee To Parent Task	Due Date of Parent Task	Followers of Parent Task	Subtask	Parent Task of Subtask	Project of Subtask	Description of Subtask	Assignee of Subtask	Due Date of Subtask	Followers of Subtask
Asana Training	Asana Guide	Shortcut Keys	This is a list of keyboard shortcuts	George Jones; Mary Jones	12/1/2017	Bill Jones; John Jones	Default Subtask	Shortcutkeys	Asana Training	This keywork sheet tasks			Bill Jones; Tom Jones
Asana Training	Asana Guide	Creating A Team	This is documentation on Teams	George Jones; Mary Jones	12/2/2017								
Asana Training	Asana Guide	Creating A Project	This is documentation on Projects	George Jones; Mary Jones	12/2/2017	Bill Jones; John Jones	Shortcut to Create Task	Shortcutkeys	Asana Training	This creates a task	Bob Jones	12/1/2017	Bill Jones; Tom Jones
Asana Training	Third Party Integrations	Sandana	This is an Outlook Add-in	George Jones; Mary Jones	12/5/2017								

- (1) What would import need for Assignee and Follower? Email Address
- (2) You should be able to import subtasks without creating new parent task.
- (3) A Parent Task has to exist to import a subtask
- (4) Always add a Project to a Subtask even though Asana does not