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| タスクリスト | | | 部署： |  | 年　　月　　日　更新 | |  | 0⇒なし　1⇒なんとなく知っている　2⇒フォローがあればできる　3⇒ひとりでできる | | | | | | | | |
| 大項目 | 中項目 | 小項目 | タスク名 | 時期 | 主担当 | 工数（h） | 備考 | スキルグレード | | | | | | | | |
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