employee_number	trainee_first_name	trainee_last_name	task_name	due_date	completed_date	grade	notes	instructor	translator	class_hours	cost	ceus
0901	Pepper	Mint	CPR 0901	Oct-15-2017	Sep-30-2017	100						
0901	Pepper	Mint	CPR 0901	Sep-30-2019	Sep-01-2019	98	very knowledgable	inhouse trainer's name		2	0	1
0902	Walt	Fell	Forklift 0901	Feb-15-2020	Jan-31-2020							
0902	Walt	Fell	Forklift 0901	Jan-31-2021	Jan-15-2021							
0903	Kev	Backen	Employee Handbook Authorization 0901	Dec-16-2011	Dec-12-2011							
0904	Tia	Rffic	Fall Protection 0901	Jul-31-2020	Jul-14-2020							
0904	Tia	Rffic	Fall Protection 0901	Jul-14-2021	Jul-07-2021							
0905	Mella	Lone	Safety Training	Jan-05-2021								
Reequired												
Only add if you want to override what is entered about that task under the Task Tab												