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Status

	A	B	C	D	E	F
1	Month	Category	Post Title	Date	Status	Link
2						
3	March	Tutorial	Screenshot Tools, Tips and Shortcuts	3/17/2016	Published	
4		Productivity	How to Pick Project Management Software	3/22/2016	Published	
5		Roundup	Best Outline Apps	3/24/2016	To Update	
6		Tutorial	Infusionsoft Everything	3/29/2016	Published	
7		Tutorial	Manage Multiple Accounts	3/31/2016	Draft	
8	April	Internal	Welcoming Business Development Leader Cody Jones	1/1/2016	Published	
9		Roundup	The Best Project Management Software	4/4/2016	Published	
10		Tutorial	How to Manage Personal Tasks with a Project Management App	4/7/2016	Published	
11		Tutorial	Spreadsheets for Writing	4/10/2016	Draft	
12		Internal	Zapier Tips	4/13/2016	Draft	
13						
14						
15						
16						
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19						
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21						

Conditional format rules

Single color

Color scale

Apply to range

E1:E10,E13:E1000

Format cells if...

Text contains

Published

Formatting style

Default

✓123

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Custom format

Add another rule