Weekly Logs

Date Assigned: Tuesday, September 1, 2009
Date Due: Weekly until December 9, 2009
Points: 4 points for each log

As advisor of your Senior Capstone Project, I'm required to keep track of the progress you are making on your project. To aid me in this, I'm requiring that you write weekly blogs posts listing the objectives that you intend to meet the following week, as well as the objectives that you have completed in the current week. You can use Google's Blogger site to for this.

The weekly log also helps me understand any difficulties that you might be facing in your project, but more importantly, I can share in your successes on a weekly basis.

You should post your blog entry every Thursday by 11:59pm. You should also print out a hard copy of the log and place it in your portfolio.

Your weekly logs will be graded on how closely they follow the template below, and on how reflective they are. You will not be graded on whether your weekly objectives have been met. You should use the logs as a way of reflecting honestly on the progress of your project. You will find that maintaining the log will keep you on task and give you early warnings of any difficulties you might face later on.

You must use the following template for your weekly log:

Date of log:
List of objectives from previous week that have been met:
Objective 1:
Objective 2:
Objective 3:
List of objectives from previous week that have not been met:
Objective 1:
What you intend to do about it:
Objective 1:
What you intend to do about it:
Impressions of the week: You can write as much as you want here describing any great successes, any difficulties you faced or are facing, and your general thoughts on your project and progress.
Additional work: List any extra work that you have completed, which you had not anticipated on doing.
Plans for the following week:
Object 1:
Description:
Objective 2:
Description: