

How do I keep track of project hours?

The learning logs are much like a time cards that some of you might use at work. Any time that you spend researching your topic outside of Olympic High School, you need to record that experience. The learning log is also a great place to record contact information such as names, titles, and contact numbers for those people you've interviewed.

Feel free to use as many learning logs as necessary.

Remember that you must have your logged hours verified by your community consultant. Obviously good communication about your project plan will have to take place between you and your consultant.

During the project presentation the board members will likely ask you about your field experiences.

Safeguard you project documentation! Part of managing a big project is keeping organized.

CULMINATING PROJECT LEARNING LOG

Student Name: _____

Project Description: _____

Date	Time spent	Brief description of activity	Reflection (problems/setbacks encountered, possible solutions, use of knowledge and resources, etc.)	Notes (ideas, next steps, people to contact, feedback, etc.)
Total Hours				

15

Community consultants must verify the validity of documented field hours.

Student Signature _____

Consultant Signature _____