# **MONTHLY REPORT**

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| **Name of participant** |  | **Project** |  |
| **Report filling date date/month/year** |  | **Month to which the report refers** |  |

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| **Current tasks****Previous tasks** |  |

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| **Describe what you did on the project this month.** |
| WEEK 1:  WEEK 2:  WEEK 3:  WEEK 4 & 5: |
| **What have you done successfully?** |
|  |
| **Were there any challenges in the execution of the task(s)?** |
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| **If there have been challenges, how have you been able to overcome them?** |
|  |
| **What are you going to do next to complete your tasks?** |
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| **Anything else to note? E.g., How has your time been spent on the project? What have you learned so far? What kind of tasks would you like to have in the future? Have the tasks you have done so far been meaningful? Is there anything you need help with from your instructors?** |