***Documentation Packet [ 25 03 03 23 ] Mar 3rd, 23***

|  |  |
| --- | --- |
| Student Name: |  |
| Goals:  1. Learn to schedule and conduct meetings 2. Learn to organize projects with KanBan | Events:  1. Tuesday, Jupyter Notebook Lesson 2. Friday, Javscript CIW Practice Exam |
| Included Documentation  1. Bounty Board [J] 2. Improvement Plan [\*] 3. Personal Project Progress 4. Jupyter Notebook Intro 5. Workload Evaluation and Planning [S] 6. Reflection | Required Documentation:  1. Improvement Plan [\*] 2. Jupyter Notebook Intro 3. Workload Evaluation and Planning [S] 4. Reflection |
| Changes/Notes:  * [\*] are assignments for specific students | |

# Bounty Board [J]

Refer to the Bounty Board in class. You may complete any of the tasks on the board for rewards. If you do, write them in the box below and inform the instructor. If you have teammates working on the same bounty, also write their names in the box.

|  |
| --- |
|  |

# Personal Project Progress

Maintain a GitHub Repo for a personal project that you or you and several classmates work on. Maintain issues, documentation and Project boards in this repo. Write in the box below what progress was made on this project this week. Prove this work with issue tracking, commits, and PRs. Write your evidence in the box below.

|  |
| --- |
|  |

# Workload Evaluation and Planning [S]

1. Refer to the previous week’s DocPac for the Workload Evaluation and Planning
   1. Complete the tasks approved by your instructor last week.
   2. This should take you between 4 to 8 hours to complete. If you finish your work significantly sooner, please see the instructor to modify your workload this week.
   3. You are responsible for your Weekly Study as well. You will need to prioritize what work you will need to do in class, and what can be done at home.
2. If you need to change the work that needs to be done, have it approved by the teacher immediately before changing tasks. Write the reason for the previous task being incompletable, and the new selected task below:

|  |
| --- |
|  |

1. On the last day of the week, fill in the box below with one of the following:
   1. If you completed the work, describe where and how the teacher can most quickly and easily check it. You may need to schedule a demonstration on the last day.
   2. If you did not complete the work, document the reason as to why, and detail how you can avoid failing to hit this sort of deadline in the future.

|  |
| --- |
|  |

1. Your work will be graded at the beginning of the next week, as part of your “Workload Evaluation and Planning” assignment.

# Improvement Plan [\*]

1. Write an essay, minimum five paragraphs, one page, single spaced, addressing:
   1. What was the core problem with your time management that made you unable to complete any of the assigned work on your project?
   2. What tools did you fail to use to coordinate and complete the project?
   3. What is the **specific plan** you have to ensure that you will complete your projects on time in the future?

# Reflection

**What is one technique you learned in your coding this week, and what kinds of things can you use it for (the more specifics the better) ?**

|  |
| --- |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

**What was a challenge to your time management this week, and what can you do to avoid it in the future (specific plan) ?**

|  |
| --- |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

**What opportunities did you not take advantage of this week, and how would it helped you if you had? *OR* … What opportunity did you take advantage of this week, and what has it changed for you?**

|  |
| --- |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |
|  |

# A picture containing text, monitor, screen, clipart Description automatically generatedGrading

|  |  |  |
| --- | --- | --- |
| 10 | You went above and beyond expectations. You applied knowledge that was not taught in this class in addition to what was taught. | * All assignments start at 9/10 possible points * 1 point is deducted per infraction   + Lateness   + Mistakes   + Unprofessionalism   + Not following instructions   + Etc. * Outstanding submission increase by 1 point and yield a pog. |
| 9 | You performed as well as can be expected for this class. You show a complete understanding and made no mistakes. You have mastered the subject. |
| 8 | Assignment is complete. You show a good understanding of the subject, but there are mistakes or minor incorrect details. You are ready to move to new subjects. |
| 7 | You show and understanding of the subject, but there are serious errors, or there are pieces you can practically use without understanding them. Remediation needed. |
| 6 | Assignment is incomplete but/or you showed that you understand at least the fundamentals of the subject. Assignment is low effort. Serious need of remediation. |
| 5 | You show minimum effort, assignment is incomplete, or have serious mistakes. You did not demonstrate that you understand the content or purpose of the submission. |
| 0 | The work was not submitted, damaged, seriously incorrect, or unprofessional. The submission is rejected. |

# Jupyter Notebook Intro

# Workload Evaluation and Planning [S]

# Improvement Plan [\*]

# DocPac / Reflection