***Documentation Packet [ 03 15 09 23 ] Sep 15th 2024***

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| Student Name: |  |
| Goals:  1. Hit first goal on Senior Projects 2. Establish goals for Juniors | Events:  1. ALICE Training, Sep 12th 2. DocPac Due Sep 15th |
| Included Documentation  1. [S] Senior Project Progress 2. Reflection | Required Documentation:  1. [S] Senior Project Progress 2. Reflection |
| Changes/Notes:  1. None | |

# Personal Project Progress

What did you work on with computers and technology over the week(end)? In the box below, write where (specifically) the instructor can find proof of this work or test it.

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[S] Senior Project Progress

1. Meet with your project team and determine the short-term goals for your project.
2. Break the project into achievable goals, order/arrange/organize them, and put them in a project tracking method such as Github Projects, Github Issues, or a Kanban board such as Trello.
3. Assign one goal that can be completed by the end of the day Friday to each member of the group, according to their strengths.
4. Write your assigned goal in the box below, along with where this goal is posted for the instructor to approve it.
5. Have your instructor sign the approval box no later than Tuesday, Sep 12th
6. Complete the goal by Friday, and add it to your project’s repository
7. In the box below, write where this completed goal can be found

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| Description of and where to find your assigned goal: | Instructor Approved |
| Where to find completed goal: | Instructor Graded |

# Reflection

(If you can’t relate your answers to the question, class, or programming, you may use other classes or life circumstances instead. Just give your best answer every time.)

**What is one mistake or missed opportunity from this week? What changes can you make to prevent this from happening/being missed in the future?**

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**What is once concept you are not sure about in your recent studies? What will you do to improve your understanding of it?**

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**What was a unique challenge this week presented with the instructor being absent? How can you handle this problem should it happen again?**

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| 10 | You went above and beyond expectations. You applied knowledge that was not taught in this class in addition to what was taught. Additional rewards are given | * All assignments start at 10/10 possible points * 1 point is deducted per infraction   + Lateness   + Mistakes   + Unprofessionalism   + Not following instructions * Outstanding submissions, or submissions on assignments not marked in “Required Documentation” can reward pogs |
| 10 | 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. |

# Personal Project Progress

[S] Senior Project Progress

# Reflection