***Documentation Packet [ 04 22 09 23 ] Sep 22nd 2024***

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| Student Name: |  |
| Goals:  1. Hit next goal on Senior Projects 2. Progress goals for Juniors | Events:  1. DocPac Due Sep 22nd |
| Included Documentation  1. [S] Senior Project Progress 2. [J] Junior Study Progress 3. Reflection | Required Documentation:  1. [S] Senior Project Progress 2. [J] Junior Study Progress 3. 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 on the first day of class.
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 |

# [J] Junior Study Progress

Look at your task list. What are three items you have not mastered that you can work on this week?

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What project or study method will you work on this week to master those three items?

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Which of the three items you chose this week did you master?

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What did you accomplish to master these task list items, and why do you believe it worked?

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What did you fail to master this week, and what were the obstacles stopping you?

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# 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.)

**Review your Reflection from last week. Did the problem or opportunity occur again, and/or did you successfully implement your solution? If so, what effect did it have? If not, why not?**

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**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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**Looking forward to next week, what is one problem or opportunity that is upcoming, and what can you do to mitigate/take advantage of it?**

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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

# [J] Junior Study Progress

# Reflection