

<b>Name</b>	<b>Erik Pohle</b>
<b>Project Team</b>	<b>Terumo BCT</b>

	<b>Date</b>							
<b>Task</b>	<b>28-Mar</b>	<b>29-Mar</b>	<b>30-Mar</b>	<b>31-Mar</b>	<b>1-Apr</b>	<b>2-Apr</b>	<b>3-Apr</b>	<b>Week Total</b>
Lecture		1.5						1.5
Team Meeting	2			1				3
Documentation work		1				1		2
More model work		2		1		3	1	7
Daily Total	2	4.5	0	2	0	4	1	13.5

Note: Tracking computation time for operations as well now

*Work is tracked in hours spent.*

*Total hours per week should be 12-16.*

*Tasks align with the project plan*

*Tasks will appear and fall off with each successive week*

*Fill this sheet out each week - keep for your records and submit a copy to your TA*

*If you are spending more than about 10 minutes per week filling this out, you are probably overthinking it*

*It is intended both as an accountability tool and as validation for your estimates*