

## HAAG Weekly Report (Admin/Higher Ed)

### Time-Log

What did you do this week?

- Attended All Hands admin meeting
- Posted weekly reporting expectations and instructions to new HAAG researchers
- Reviewed enrolment sheet

What are you going to do next week?

- Create new progress tracker survey for 26 Spring semester
- Attend admin meetings
- Work on new tasks as needed

Blockers, things you want to flag, problems, etc.

- No blockers

### Abstracts:

N/A

### What did you do and prove it

This week, I attended admin meetings as required, explored the different projects offered and reviewed enrolment sheets to start preparing for new progress tracking survey. The weekly evaluation survey for comp advisors and faculty will be used to monitor team progress

### Proof:

- Attendance in Team's meetings (Automation Unit Weekly Meeting)

### Results Visualization

NA