Weekly Supervisor Meeting

Complete and submit via the relevant link on Learning Zone

1. Project Title:

2. Supervisor:

3. Objectives for Period (max 100 words):

4. Summary of Progress for Period (max 200 words):

5. Problem Areas and Suggested Solutions (max 100 words):

6. Objectives, Deliverables & Plan for Next Period (max 100 words):

7. Comments (if any, max. 200 words):

8. Date of the Meeting:

9. Date of next Meeting: