**Project Name**

**Sasha Stepanov**

Weekly Progress Report for week starting:

Total Industry Hours this week: Hours

Total Academic Hours this week: Hours

Total Industry plus Academic Hours this week: Hours

Total Industry Hours to date: Hours

Total Industry plus Academic Hours to date: Hours

Supervisor:

Scheduled meeting: Day and Time

|  |  |
| --- | --- |
| Progress/achievements since last meeting |  |
| Tasks not completed as planned |  |
| Barriers to progress |  |
| Possible solutions to barriers |  |
| Areas of satisfaction |  |
| Areas of concern |  |
| Status | 1. Abandoned 2. Not started 3. Behind schedule, unlikely to be completed as planned 4. Behind schedule but achievable 5. On track and continuing as planned 6. Completed |
| General reflections |  |
| Actions for next meeting: |  |

Signature of student \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_

Signature of superviso*r* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_