# Project Log Report

To document and reflect your project development during the term, you are required to keep a systematic record of your thoughts, experiences, and research progress. The notes you capture in your log report will be a great resource for you to discuss your project with your instructor and peers.

Your log report should be done regularly. During each week, you will be required to reflect on your research activities related to your research project. Your weekly reports could include an update on the progress of your work, any questions and concerns that have arisen, ideas and observations, and any self-reflection about how your project is evolving as your work goes forward. The complete project log report including your weekly entries will be required to be submitted as part of your final report.

## ACTIONS

*What actions did you take during this week?*

*What steps were successful?*

## COLLABORATIONS

*Who did you work with?*

*What did you accomplish?*

## REFLECTIONS and PLANS:

*What part of your plan was achieved?*

*Explain what, where, and how?*

*What and how will you do next?*