

Name	Owen Fulton								
Project Team	Lockheed Martin 2								
	Date								
Task	12-Oct	13-Oct	14-Oct	15-Oct	16-Oct	17-Oct	18-Oct	Week Total	
Lecture	1.5							1.5	
Read/Study								0	
Team Meting	1	1		1				3	
Sponsor Meeting		1						1	
Citizenship Verification			1	1				2	
Token Clearance						1		1	
Task ccccc								0	
Task xxxxxx								0	
Task yyyyy								0	
Task zzzzzz								0	
Daily Total	2.5	2	1	2	0	1	0	8.5	
<i>Work is tracked in hours spent.</i>									
<i>Total hours per week should be 12-16.</i>									
<i>Tasks align with the project plan</i>									
<i>Tasks will appear and fall off with each successive week</i>									
<i>Fill this sheet out each week - keep for your records and submit a copy to your TA</i>									
<i>If you are spending more than about 10 minutes per week filling this out, you are probably overthinking</i>									
<i>It is intended both as an accountability tool and as validation for your estimates</i>									