

Name	Owen Fulton								
Project Team	Lockheed Martin								
	Date								
Task	25-Jan	26-Jan	27-Jan	28-Jan	29-Jan	30-Jan	31-Jan	Week Total	
Lecture	1							1	
Read/Study		0.5						0.5	
Team Meting	1			1	1			3	
Sponsor Meeting		1						1	
Getting VSCode						1		1	
Task bbbbb								0	
Task ccccc								0	
Task xxxxxx								0	
Task yyyyy								0	
Task zzzzzz								0	
Daily Total	2	1.5	0	1	1	1	0	6.5	
<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>									