

Name	Owen Fulton								
Project Team	Lockheed Martin 2								
	Date								
Task	16-Nov	17-Nov	18-Nov	19-Nov	20-Nov	21-Nov	22-Nov	Week Total	
Lecture	1							1	
Read/Study		1						1	
Team Meting	1			1				2	
Sponsor Meeting				1				1	
Preparing questions			1					1	
Gitlab access	0.5		0.5	0.5				1.5	
Project video prep	1	0.5						1.5	
Project vid filming				1				1	
Requirements					1			1	
Task zzzzzz								0	
Daily Total	3.5	1.5	1.5	3.5	1	0	0	11	
<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>									