

<b>Name</b>	<b>Owen Fulton</b>								
<b>Project Team</b>	<b>Lockheed Martin 2</b>								
	<b>Date</b>								
<b>Task</b>	<b>18-Jan</b>	<b>19-Jan</b>	<b>20-Jan</b>	<b>21-Jan</b>	<b>22-Jan</b>	<b>23-Jan</b>	<b>24-Jan</b>	<b>Week Total</b>	
Team Meeting	1			1				2	
Sponsor Meeting		2						2	
Familiar w Model						1		1	
Timesheet							0.5	0.5	
								0	
								0	
								0	
								0	
								0	
Task zzzzzz								0	
Daily Total	1	2	0	1	0	1	0.5	5.5	
<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>									