Name	Jeremy Schur
Project Team	MS-CS-Insights

Task	Date							Week Total
	M	T	W	Th	F	S	Su	
Sponsor Meeting			0.5					0.5
Team Meeting			0.5					0.5
Project Status Report			0.5					0.5
Research into Docker		1		1				2
								0
								0
								0
								0
								0
								0
Daily Total	0	1	1.5	1	0	0	0	3.5

Work is tracked in hours spent.

Total hours per week should be 12-16.

Tasks align with the project plan

Tasks will appear and fall off with each successive week

Fill this sheet out each week - keep for your records and submit a copy to your TA

If you are spending more than about 10 minutes per week filling this out, you are probably overthinking it

It is intended both as an accountability tool and as validation for your estimates