

<b>Name</b>	
<b>Project Team</b>	<b>NASA JPL</b>

	<b>Date</b>							
<b>Task</b>	<b>19-Oct</b>	<b>20-Oct</b>	<b>21-Oct</b>	<b>22-Oct</b>	<b>23-Oct</b>	<b>24-Oct</b>	<b>25-Oct</b>	<b>Week Total</b>
Lecture		1.5						1.5
Read/Study								0
Team Meting		0.5		0.5				1
Sponsor Meeting				0.5				0.5
CLI programming/ troubleshooting	2	1.5						3.5
Testing		0.5						0.5
Task ccccc								0
Task xxxxxx								0
Task yyyyyy								0
Task zzzzzz								0
Daily Total	2	4	0	1	0	0	0	7

*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*