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| **Group Name:** | | | | **Group Number:** |
| **Date** |  | | **Completed by:** | |
| **Project status report** | | | | |
| **Project status (to be completed by the project leader)**   * A general description of the various completed tasks to date * In point form, a list of all completed activities | | | | |
| **Who does what for the next two weeks?** | | | | |
| **Name** | | **Activity** | | |
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| **Comments** | | | | |
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