# Project Consultation

**Group Details**

* **Group Name / Project Title:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* **Course/Module:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* **Date of Consultation:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* **Instructor/Consultant:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Group Members & Roles**

|  |  |  |
| --- | --- | --- |
| **Name** | **Roles** | **Contribution Since last consultation** |
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**Progress Overview**

* **Project Stage:**  
  ☐ Ideation  ☐ Planning  ☐ Development  ☐ Testing  ☐ Finalizing
* **Milestones Achieved Since Last Check-In:**
* **Work Demonstrated (Code, Design, Report, etc.):**

**Challenges or Roadblocks**

* **Technical Issues:**
* **Team/Collaboration Issues:**
* **Other Concerns (e.g., time, scope):**

**Feedback and Suggestions**

**Action Plan (Before Next Consultation)**

|  |  |  |
| --- | --- | --- |
| Task | Assigned Member | Deadline |
|  |  |  |
|  |  |  |
|  |  |  |

**Consultant Notes**

* Overall status: ☐ On Track  ☐ Needs Improvement  ☐ At Risk
* Follow-up date (if any): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Additional remarks: