

Group Project Checklist

Name/Contact Information	Strengths	Role
_____	<input type="checkbox"/> Project Mgt. <input type="checkbox"/> Subject Matter <input type="checkbox"/> Data Collection <input type="checkbox"/> Data Cleaning <input type="checkbox"/> Programming <input type="checkbox"/> Analysis <input type="checkbox"/> Writing <input type="checkbox"/> Presentation	_____
_____	<input type="checkbox"/> Project Mgt. <input type="checkbox"/> Subject Matter <input type="checkbox"/> Data Collection <input type="checkbox"/> Data Cleaning <input type="checkbox"/> Programming <input type="checkbox"/> Analysis <input type="checkbox"/> Writing <input type="checkbox"/> Presentation	_____
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_____	<input type="checkbox"/> Project Mgt. <input type="checkbox"/> Subject Matter <input type="checkbox"/> Data Collection <input type="checkbox"/> Data Cleaning <input type="checkbox"/> Programming <input type="checkbox"/> Analysis <input type="checkbox"/> Writing <input type="checkbox"/> Presentation	_____

Project Subject:

☐ Member has data from work/research/hobby: _____

☐ Team Member Ideas: _____

Previous Obligations: Dates/times that members may not be available to work on project or reachable (job/weddings/childcare/travel/etc)

Name/Date: _____	Name/Date: _____
Name/Date: _____	Name/Date: _____
Name/Date: _____	

Deliverables:

Due:

Team Member(s) Responsible:

1. Email Contact Information:	<hr/>	<hr/>
2. Proposal:	<hr/>	<hr/>
3. Find Data Set:	<hr/>	<hr/>
4. Verify all Elements of Data Set:	<hr/>	<hr/>
5. Descriptive Statistics:	<hr/>	<hr/>
6. Data Cleaning:	<hr/>	<hr/>
7. Programming:	<hr/>	<hr/>
8. Analysis:	<hr/>	<hr/>
9. Create Presentation:	<hr/>	<hr/>
10. Practice Presentation:	<hr/>	<hr/>
11. Write Report:	<hr/>	<hr/>