

<b>Name</b>	<b>Robert Sarno</b>
<b>Project Team</b>	<b>Full Contact</b>

	<b>Date</b>					
<b>Task</b>	<b>9-Nov</b>	<b>10-Nov-2020</b>	<b>11-Nov</b>	<b>12-Nov</b>	<b>13-Nov</b>	<b>14-Nov</b>
Lecture	1.5					
Read Study						
Team Meting	0.5					
Sponsor Meeting					1	
Task 4			2.5			
Daily Total	2	0	2.5	0	1	0

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

15-Nov	Week Total
	1.5
	0
	0.5
	1
	2.5
	0
	0
	0
	0
	0
0	5.5

it