



Weekly Log

Placement: _____

The student should:

- 1. fill out your time log each day
- 2. ask your supervisor to sign it at the end of each week

Student Name _____ Student's Job Title _____
Print

Workplace _____ Placement Supervisor's Name _____

Dates: Weekly Log From - _____ To - _____

| Day of Week | Time In | Time Out | # Hrs for day | Work I did today |
|-------------|---------|----------|---------------|------------------|
| Mon | | | | |
| Tues | | | | |
| Wed | | | | |
| Thurs | | | | |
| Fri | | | | |

Total Hours for the Week: _____ Student's Signature: _____
Placement Supervisor's Signature: _____

Student's Self Evaluation: Answer these questions before you hand-in your work log.

1. What did I do well? _____

2. What do I need to work on? _____

Student's Signature: _____ Date: _____