Detailed Log Entries

Not only must you complete the timesheet for your project and write two narratives of meetings with your mentor, but you must also keep a written log of your work sessions. Whenever you do any work for your project, you must keep detailed notes of what you did; in addition, you should reflect upon what you learned. All questions should be answered in each log. Entries should be typed, as the log will be viewed by your committee. Remember, the time sheet is like a cover sheet for your logs and does not in any way count for your actual logs. Each entry should comment on an individual observation or reflection.

**Date:**

**Time spent:**

**Tasks/learning:** Give details on exactly what you did during this time frame. Specify any problems you encountered and how you solved them. Detail specifics tasks you completed.

**Plan for next work session:** Explain when you plan to work on your project again and what you plan to accomplish during that work session.

**Example of an insufficient log:**

February 10, 2004

1 hour

I worked on the jacket today. The sleeves were put in.

**Example of a good log**: (Note that this log is relatively short because the student only worked for one hour. A longer work session would require a longer log.)

Date: February 10, 2004

Start time: 10 a.m.

Stop time: 11 a.m.

Total time: 1 hour

Today I worked on the jacket. First, I sewed the two sleeve parts together for each sleeve. This straight seam was very easy to sew, and it went well.

I then had to get the sleeves set in, which was very difficult to do. I had trouble keeping the sleeve from puckering because of the easing, and I took out my seam twice. It seemed to me there was too much fabric to make it work, but my mentor finally helped me get the sleeves in without puckers. She showed me how to gather the fabric by pressing behind the presser foot. I was hoping to get more done in this hour, but I spent too much time struggling with the sleeve hole seam.

 Tomorrow I hope to get a couple hours in. I am planning on sewing the lining so that when I work with my mentor next Saturday, she can help me sew the lining to the jacket.

More Sample Log Entries

April 4th

Start: 7:30

End: 9:30

Total time: 2 hours

 For the first hour, I edited my shorter video. I added the titles needed with some colorful fonts and animations. I was a little crowded with all the people coming to me and begging constantly to watch the videos again and again, but it did make me proud and feel like I did a good job. The last hour I sat trying to get the DVD to burn so I can pass it off to the group in charge of the announcements. Problems did arise, and it made me want to tear my hair out.

 First, I had to learn how to make the DVD by giving it a menu with a scene selection and everything. My mentor helped me get that added. Then I had to wait for it to actually burn onto the DVD. That took about ten minutes to wait for, which was nerve-wracking because I had to get this DVD to the announcement people when they record in a half hour. You never know how long it’ll take for a video to burn. It all depended on how long it was, how many effects I had in it. The menu added is going to take some time; it just took a while.

 When it was done, there were about twenty minutes left over before the announcements had to be run, and I decided to check on the DVD and make sure it burned correctly. Good thing it did! One of the markers that said where the first video ended and the next one began moved, and so I had half of the longer trailer at the beginning of the shorter one! I was furious. I had to then move the markers again and then burn a whole new DVD. Another time-consuming move, but it had to be done or it would not make sense at all. Luckily it finished burning just in time. It came out of the burner, went into my hands, and passed off into the hands of the one in charge of videos shown. I also wanted to show the shorter trailer today but when the video person looked at it, the heartbeats I added weren’t playing. It was just dead silence. So instead, I had them play the longer trailer. Exciting and a little bit annoying that my plan didn’t work out.

 I may have to come in for another session to fix the heartbeats on the shorter video, but I have no idea how it will work.

Date: August 12, 2008

Time: 1:15

 Today I worked on the lesson plans for the class I will be teaching. My mentor suggested that I create a Power Point, but he said that before I do that, I should review the chapter on the causes of the Civil War in the text book before I make the PowerPoint. So I read through the chapter first. I was glad I did that because there were some important points I would have forgotten about, like including information on Lincoln’s speeches.

 After reviewing the chapter, I started working on the Power Point. I have made a lot of PowerPoints, so that isn’t new to me. I did have a problem with trying to choose the slide backgrounds. My mentor said to have something simple, but I wanted something that related to the Civil War. I finally chose a gray background with black font.

 I only got to make the first couple of slides. The first one is just a title slide. The other two I made are just review information. My mentor wants me to include one with keywords on it, but I’m not sure what he means by that and need to ask him. When I was done, I printed my Power Point. It printed a slide on a page, the whole page! It used all the ink in my color cartridge. Next time I have to be more careful about printing. I want handouts, not actually single prints of the slides.