Service Learning Implementation Log

Your Name _____ Project Topic/Title _____

Remember that you are expected to spend a minimum of 40 hours implementing your Legacy Project. Be as detailed as possible when recording on the form below what you did and how much time each task took. It will be to your advantage to keep this Log up-to-date, as you may forget to record tasks if you wait too long to record them. Also, break your work down into the smallest possible tasks on the form below. For instance, record all phone calls related to your project, people you meet with to talk about your ideas, time you spend constructing materials for your project, collaborating with others to work out the bugs in your project, as well as the various steps identified in your proposal. However, you may not record time spent writing the Proposal, Final Report and Assessment, or your Project Presentation. Feel free to print out as many pages of this form as you need.

Task Worked on/Accomplished	**Date**	**Time Spent**