

Daily Individual Record Keeping

Student: _____

Advisor: _____

Date: _____

What would I like to have done by the end of today?

What steps will I take to accomplish these goals and how long do I think I will need?

Some sources that I want to explore might be...

Some guiding questions/ideas that I have are...

What are some problems that I think I might face?

Relevant information that I have already gathered that will help me today...

Daily Reflection

Student: _____

Advisor: _____

Date: _____

What things did I accomplish today? (check boxes)

☐

PLANNING

☐

CONFERENCE

☐ Peer

☐

COLLECT DATA

☐ Advisor

☐ Expert

☐

ORGANIZE

☐ Other

What challenges am I facing at this moment?

My next steps are going to be...

Comments:

Today I used my time well and got a lot accomplished: (check the appropriate box)

☐

STRONGLY AGREE

☐

AGREE

☐

DISAGREE

☐

STRONGLY DISAGREE