

Fieldwork Time Log

Student's Name: Shauna Kelly

Fieldwork Project: Creative Writing

Mentor's Name: Robin Mahoney

Date	Correspondence: Provide a record of each time you correspond with your mentor (phone & email) and the topic of your conversation.
9/13	contacted and asked to be mentor
9/14	contacted mentor about story plotline. Found out Mentor was in ER
9/22	Re-emailed mentor form
9/26	Mentor contacted and discussed mentor form
10/7	Contacted mentor about potential meeting dates
10/13	discussed scheduling conflict. rescheduled
10/24	discussed another scheduling conflict. Rescheduled
10/26	discussed going to mentor assembly meeting
10/30	needed another copy of my rough draft so far
11/4	rescheduled meeting due to conflicts for next two weeks
11/16	Discussed meeting
11/20	Shared doc with mentor
11/27	Mentor overslept. Came late to meeting
12/4	Mentor late to meeting
1/6	Discussed meeting
1/7	Mentor cancelled meeting
1/15	Discussed meeting mentor cancelled
1/21	Discussed meeting
1/29	I was late to meeting
2/5	Discussed meeting

2/12	Moved meeting later by half hour
2/26	Mentor cancelled
3/5	Discussed meeting
3/12	Discussed meeting
3/18	Cancelled meeting
3/26	Moved meeting time
4/2	Discussed meeting

Date	Fieldwork with your Mentor: Provide a description of all work completed under the direct guidance of your mentor.	Number of Hours
10/15	First meeting discussed gameplan . Plot and characters. Began writing.	1
10/30	Second meeting worked on story and plot holes in character backstory. Wrote and revised a few pages of work.	2
Nov. 20	Writing	2
Nov. 27	WRiting	2
Dec. 4	Writing	2
Dec. 11	Writing	2
Jan. 8	Writing	2

Jan. 15	Writing	2
Jan. 22	Writing	3
Jan.29	Writing	3
Feb.5	Writing	3
Feb. 12	Writing	3
Feb. 26	Writing	3
March 5	writing	3
March 12	writing	3
March 19	Writing	3
March 26	Writing	3
April 2	Writing	3
April 9	Writing	3

Total Hours _____45_____

Date	Independent Fieldwork: Provide a description of all fieldwork you complete independently.	Number of Hours
(Last Year)	wrote the preface to the book and got a group of people to analyze and help revise and edit.	3
10/12	Wrote chapter 1.	2
10/20	Revised and finished chapter 1	1
11/2	Began chapter 2 and chapter goals for chapter 2	1
Dec. 18	Writing and editing	2
Nov. 28	Writing and editing	1
Nov. 30	Writing and editing	1

Dec. 4	Writing and editing	2
Feb. 26	writing	1

Total Hours _____ 14 _____

Fieldwork Log: Progress Report Rubric

NOTE: Completion of 20 hours of fieldwork under the guidance of a mentor is a required component of the ALP. Students cannot successfully complete ALP without having fulfilled this requirement.

The following rubric is an assessment not of your fieldwork but of your fieldwork log and its contents.

Correspondence	5
Students has included a record of all correspondence with their mentor since their last fieldwork log submission.	5

Fieldwork with Mentor

Dates	5
Each entry in the log includes the specific date that the hours were logged. All dates are current and include all fieldwork since the last fieldwork log submission.	5

Hours	5
Each entry in the log lists how much time you dedicated to your fieldwork during those individual dates. Hours are included for all fieldwork completed since the last log submission.	5

Descriptions	15
Each entry includes a detailed description of all aspect the project that were worked on during each individual date. Descriptions are included for all fieldwork since the last fieldwork log submission.	9

Independent Fieldwork

Dates	5
Each entry in the log includes the specific date that the hours were logged. All dates are current and include all fieldwork since the last fieldwork log submission.	5

Hours	5
Each entry in the log lists how much time you dedicated to your fieldwork during those individual dates. Hours are included for all fieldwork completed since the last log submission.	5

Descriptions	15
Each entry includes a detailed description of all aspect the project that were worked on during each individual date. Descriptions are included for all fieldwork since the last fieldwork log submission.	9

Overall progress toward end project	Exemplary	Acceptable	Making Progress	Limited Progress
Student is making acceptable progress toward the mid year goal of 8 hours work on their project.		X		

*Late assignments will be penalized 5% per day late).