Long Term Project Report due at March session

Your name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Working title of your project:

Has the topic for your project been approved by Sherri, Suzanne, Dana, or Frances? \_\_\_\_\_ yes \_\_\_\_ not yet

How are you keeping notes on your work and contacts? How are you saving business cards, brochures, programs, photos, etc.?

Do you have an initial list of people you may need to contact, along with their contact information? \_\_\_\_ yes \_\_\_\_ not yet \_\_\_\_ I need help with this

Do you have a list of people who may support or want to help with your work? \_\_\_\_ yes \_\_\_\_ not yet \_\_\_\_ I need help with this

Who do you hope will benefit from your work?

On the next page, please list the activities you plan to do each month. Please keep in mind that by August, you should begin focusing on writing up your project report and developing your presentation. This list may change as you learn more about your topic or encounter problems, but it is good to have an initial plan. This is a time to think ahead and begin to schedule your work between now and graduation. Fill in those activities you are currently planning. There will be more added as you go and some things may change. That’s okay, right now you need to schedule the early steps of your work.

|  |  |
| --- | --- |
| **February** |  |
| **March** |  |
| **April** |  |
| **May** |  |
| **June** |  |
| **July** |  |
| **August** |  |

What research and work have you done so far on your topic?

What additional research will you need to do? Be sure you have this included in the schedule above.

Do you need more help with your long term project so you can move forward? \_\_\_\_ yes \_\_\_ not now

Please remember that there are many ways you can reach out for help: you can call or email us, or set a time to meet with us in person. Our contact information is included on your participant list.