

Log Sheet

First Name: _____ **Surname:** _____

Name of the organisation: _____

Week #: _____ of placement		
Day	Date	Details of tasks completed during this period
Monday	___/___/20__	
Tuesday	___/___/20__	
Wednesday	___/___/20__	
Thursday	___/___/20__	
Friday	___/___/20__	
Certified by the supervisor		
<i>I confirm that this is an accurate summary of work performed in this period</i>		
Signature: _____		Name: _____
Date: _____		

Please complete a weekly Log Sheet while on placement, the originals are to be retained by the student and be available for review with the student assistant throughout the study period and finally submitted together with the Reflective Report. It must be signed by your supervisor at the organisation where you are undertaking your work experience.