

Name: _____ Date: _____

Daily Work Sheet

Please complete this sheet each day to document your internship activities. These sheets must be turned in as part of your packet within 30 days of the completion of your internship.

List existing skills used and the activities conducted today:

List new skills learned and the activities conducted today:

Describe what portfolio work sample you worked on today:

Describe (if any) any interesting observations from today: