

ON-CAMPUS MENTOR LOGS

Student's Name: _____

Student's Signature: _____

Mentor's Name: _____

Mentor's Signature: _____

1. At the top of each page of your mentor logs, you must include the above 5 items. Title, names, and signatures.
2. You need documentation of the eight (minimum) meetings you have participated in with your mentor. It will also serve as a reminder to you about meeting dates and times. Keep all Mentor Logs together in your portfolio for grading.
3. An example log has been provided below of the style that your portfolio is expected to contain.

EXAMPLE shown below

Meeting Date	Meeting Time	Location	Things We Discussed	Questions or Comments
8/18/11	12:50pm	Rm. I-6	<ul style="list-style-type: none"> • Master Calendar • Signed Plagiarism Agreement • How is my project idea a "learning stretch"? 	I know what I want to do my project on but I can't find an advisor. Mrs. Tenn referred me to a list of potential advisors which I can use to help my search.
Next meeting: 10/18/11	2:30pm	Rm. I-6	<ul style="list-style-type: none"> • What I will work on: paper proposal, finding an advisor, and reflection #1. 	
10/18/11	2:30pm	Rm. I-6	<ul style="list-style-type: none"> • Done with paper proposal. Mentor approved and signed. • Working on reflection #1. • Still looking for an advisor. Got some tips from Mrs. Tenn on what to say when calling. 	Getting a bit overwhelmed and confused with the work and deadlines, but Mrs. Tenn helped me to organize and was very encouraging.
Next meeting: 11/6/11	2:30pm	Rm. I-6	<ul style="list-style-type: none"> • What I will work on: my project proposal, finding an advisor, finish reflection #1. 	

4. Your typed mentor logs must be included in your portfolio and turned in when your portfolio is due. Don't forget to get your mentor's signature for each page and to follow the following formatting guidelines:
 - Typed - 12 pt. font, Ariel or Times New Roman
 - One inch margins