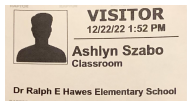


## CIBACS Junior Project Activity Log

Name: Ashlyn Szabo

| Date     | Activity           | Time Spent | Comments                                                                  | Verification                                                                                                   |
|----------|--------------------|------------|---------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| 6/2/22   | Website            | 40 minutes | Worked on website                                                         | <a href="#">link</a>                                                                                           |
| 6/7/22   | Website            | 15 minutes | Worked on website                                                         | <a href="#">link</a>                                                                                           |
| 6/7/22   | Website            | 40 minutes | Changed color/design to be more welcoming                                 | <a href="#">link</a>                                                                                           |
| 6/8/22   | Work Samples       | 1 hour     | Made work samples                                                         | <a href="#">link</a>                                                                                           |
| 10/10/22 | Website            | 1 hour     | Created whole new website                                                 | <a href="#">link</a>                                                                                           |
| 10/10/22 | Resume             | 1 hour     | Completely re-did resume formatting and used rubric to improve key areas. | <a href="#">link</a>                                                                                           |
| 10/11/22 | Website            | 3 hours    | Worked on the design of website                                           | <a href="#">link</a>                                                                                           |
| 10/11/22 | Cover Letter       | 10 minutes | Found template and started layout                                         | <a href="#">link</a>                                                                                           |
| 10/12/22 | Website            | 2 hours    | Transferred information to new website and worked on design               | <a href="#">link</a>                                                                                           |
| 10/13/22 | Website            | 3 hours    | Transferred and added new information                                     | <a href="#">link</a>                                                                                           |
| 10/14/22 | Cover Letter       | 1 hour     | Completed cover letter                                                    | <a href="#">link</a>                                                                                           |
| 10/14/22 | Website            | 2 hours    | Looked over the checklist and added things to site                        | <a href="#">link</a>                                                                                           |
| 12/12/22 | Internship journal | 10 minutes | Started internship journal                                                | <a href="#">link</a>                                                                                           |
| 12/13/22 | Internship         | 40 minutes | Helped student play with blocks (sort colors & sizes)<br>Took notes       | <br><a href="#">notes</a> |
| 12/13/22 | Internship journal | 50 minutes | Wrote about my first day                                                  | <a href="#">link</a>                                                                                           |
| 12/13/22 | Job application    | 30 minutes | Printed and filled out a job                                              | <a href="#">link</a>                                                                                           |

|          |                    |                     |                                                                                                          |                                                                                                                                            |
|----------|--------------------|---------------------|----------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
|          |                    |                     | application for the position                                                                             |                                                                                                                                            |
| 12/14/22 | Internship         | 1 hour & 5 minutes  | Helped student do arts and crafts, prepared for the next day                                             |                                                         |
| 12/14/22 | Internship journal | 30 minutes          | Wrote about my second day                                                                                | <a href="#">link</a>                                                                                                                       |
| 12/14/22 | Website            | 20 minutes          | My experience page and work preparation page                                                             | <a href="#">link</a>                                                                                                                       |
| 12/15/22 | Internship         | 1 hour & 10 minutes | No students present, prepped, took notes about mentor, and did interview (and interview evaluation form) | <br><a href="#">notes</a><br><a href="#">evaluation</a> |
| 12/15/22 | Website            | 1 hour              | Added forms and evidence to website                                                                      | <a href="#">link</a>                                                                                                                       |
| 12/15/22 | Internship Journal | 25 minutes          | Wrote about my 3rd day                                                                                   | <a href="#">link</a>                                                                                                                       |
| 12/16/22 | Internship         | 1 hour              | Music room, playground, & prep                                                                           |                                                       |
| 12/16/22 | Internship Journal | 20 minutes          | Wrote about my fourth day                                                                                | <a href="#">link</a>                                                                                                                       |
| 12/21/22 | Internship         | 1 hour & 25 minutes | Helped student do arts and crafts, prepared for the next day                                             |                                                       |
| 12/21/22 | Internship Journal | 30 minutes          | Wrote about my fifth day                                                                                 | <a href="#">link</a>                                                                                                                       |
| 12/21/22 | Website            | 20 minutes          | Added to main FasTrak page and put pictures on my experience page                                        | <a href="#">link</a>                                                                                                                       |
| 12/22/22 | Internship         | 35 minutes          | Prepped                                                                                                  |                                                       |
| 12/22/22 | Google Space       | 25 minutes          | Created google space, invited my mentor, documented my visits                                            | <a href="#">link</a>                                                                                                                       |
| 12/22/22 | Website            | 5 minutes           | Added pictures to my                                                                                     | <a href="#">link</a>                                                                                                                       |

|          |                        |                      |                                                                 |                                                                                     |
|----------|------------------------|----------------------|-----------------------------------------------------------------|-------------------------------------------------------------------------------------|
|          |                        |                      | experience page                                                 |                                                                                     |
| 12/22/22 | Internship Journal     | 5 minutes            | Wrote about my sixth day                                        | <a href="#">link</a>                                                                |
| 12/23/22 | Internship             | 7 hours & 45 minutes | Full day, worked with tablets, recess, lunch, gingerbread house |  |
| 12/23/22 | Internship Journal     | 30 minutes           | Wrote about my last day                                         | <a href="#">link</a>                                                                |
| 12/23/22 | Website                | 45 minutes           | Added to my experience page, pictures & documents               | <a href="#">link</a>                                                                |
| 1/26/23  | Source/Note Cards      | 1 hour               | Created and started working on source and note cards            | <a href="#">link</a>                                                                |
| 1/31/23  | Internship Journal     | 15 minutes           | Added links to internship journal                               | <a href="#">link</a>                                                                |
| 1/31/23  | Source/Note Cards      | 30 minutes           | Worked on source and note cards/researched                      | <a href="#">link</a>                                                                |
| 1/31/23  | Internship Journal     | 20 minutes           | Added links to internship Journal                               | <a href="#">link</a>                                                                |
| 1/31/23  | Video Notes            | 20 minutes           | Took notes on a video about special education teachers          | <a href="#">link</a>                                                                |
| 1/31/23  | Source/Note Cards      | 10 minutes           | Researched a little more and added notes to slides              | <a href="#">link</a>                                                                |
| 2/2/23   | Source/Note Cards      | 20 minutes           | Researched and added new note and source card                   | <a href="#">link</a>                                                                |
| 2/3/23   | Source/Note Cards      | 20 minutes           | Researched and added new note and source card                   | <a href="#">link</a>                                                                |
| 2/3/23   | Source/Note Cards      | 10 minutes           | Added new note and source card                                  | <a href="#">link</a>                                                                |
| 2/3/23   | Works Cited            | 20 minutes           | Completed works cited                                           | <a href="#">link</a>                                                                |
| 2/3/23   | Intern Evaluation Form | 10 minutes           | Met with mentor and had her complete intern evaluation form     | <a href="#">link</a>                                                                |

|         |                        |                      |                                                                                                                               |                          |
|---------|------------------------|----------------------|-------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| 2/3/23  | LinkedIn Profile       | 3 hours & 10 minutes | Created and completed profile with many sections (about, website, resume, education, volunteering, skills, courses, & awards) | <a href="#">linkedin</a> |
| 2/5/23  | Website                | 1 hour               | Added/deleted pictures from gallery & added a new section of work experience with notes                                       | <a href="#">link</a>     |
| 2/6/23  | Works Cited            | 15 minutes           | Added two new sources to works cited                                                                                          | <a href="#">link</a>     |
| 2/6/23  | Source/Note Cards      | 1 hour & 30 minutes  | Finished source/note cards                                                                                                    | <a href="#">link</a>     |
| 2/9/23  | Process Research Paper | 10 minutes           | Started research paper                                                                                                        | <a href="#">link</a>     |
| 2/14/23 | Process Research Paper | 1 hour & 30 minutes  | Planned format and worked on research paper                                                                                   | <a href="#">link</a>     |
| 2/15/23 | Thank-you letter       | 20 minutes           | Wrote mentor a letter                                                                                                         | <a href="#">link</a>     |
| 2/15/23 | Work Samples           | 50 minutes           | Re-did work samples with more accurate photos and better character traits that fit my career                                  | <a href="#">link</a>     |
| 2/16/23 | Process Research Paper | 20 minutes           | Talked to Mr. Bronkar and fixed formatting of reserach paper                                                                  | <a href="#">link</a>     |
| 2/16/23 | Source/Note Cards      | 10 minutes           | Used the submission comment to fix small error in my note card                                                                | <a href="#">link</a>     |
| 2/17/23 | Website                | 30 minutes           | Fixed small problems on website and labeled photos                                                                            | <a href="#">link</a>     |
| 2/17/23 | Process Research Paper | 1 hour & 20 minutes  | Added new paragraphs/steps                                                                                                    | <a href="#">link</a>     |
| 2/18/23 | Process Research Paper | 2 hours & 20 minutes | Added new paragraphs/steps, images, and in-text citation                                                                      | <a href="#">link</a>     |
| 2/18/23 | Website                | 20 minutes           | Added new pictures and description of pictures                                                                                | <a href="#">link</a>     |

|         |                    |                      |                                                                                                 |                                                                                     |
|---------|--------------------|----------------------|-------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 2/22/23 | Process Slides     | 20 minutes           | Found template and started to organize slides                                                   | <a href="#">link</a>                                                                |
| 2/22/23 | Website            | 25 minutes           | Added cibacs pictures of me at each year                                                        | <a href="#">link</a>                                                                |
| 2/24/23 | Website            | 45 minutes           | Replaced pictures with scanned documents, and added picture with mentor                         | <a href="#">link</a>                                                                |
| 2/27/23 | Process slides     | 1 hour               | Fixed template colors and planned out steps                                                     | <a href="#">link</a>                                                                |
| 3/1/23  | Website            | 3 hours & 40 minutes | Added picture gallery to work experience page, picture descriptions, and fixed pdf viewer sizes | <a href="#">link</a>                                                                |
| 3/1/23  | Internship         | 65 minutes           | Helped student do arts and crafts, took pictures                                                |  |
| 3/1/23  | Internship Journal | 10 minutes           | Added day 8 to journal                                                                          | <a href="#">link</a>                                                                |
| 3/2/23  | Website            | 10 minutes           | Added pdf on experience page and updated journal pdf to newest version                          | <a href="#">link</a>                                                                |
| 3/2/23  | Process slides     | 30 minutes           | Added information and pictures to step #1                                                       | <a href="#">link</a>                                                                |
| 3/3/23  | Process slides     | 50 minutes           | Added information to step #2, #4, #5                                                            | <a href="#">link</a>                                                                |
| 3/6/23  | Website            | 25 minutes           | Worked on website checklist and added product evidence page                                     | <a href="#">link</a>                                                                |
| 3/6/23  | Process Slides     | 1 hour               | Added more information to slides                                                                | <a href="#">link</a>                                                                |
| 3/7/23  | Process Slides     | 20 minutes           | Finished process slides                                                                         | <a href="#">link</a>                                                                |
| 3/8/23  | Source/Note Cards  | 20 minutes           | Added sources and notecards that I used for pictures in process slides                          | <a href="#">link</a>                                                                |
| 3/13/23 | Website            | 25 minutes           | Added mentor communication evidence                                                             | <a href="#">link</a>                                                                |

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|---------|---------------------------|----------------------|---------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|
| 3/14/23 | Research Notes            | 3 hours & 15 minutes | Researched colleges for special education degree & what steps to become special education teacher | <a href="#">notes</a><br><a href="#">notes</a><br><a href="#">notes</a> |
| 3/16/23 | Final Presentation Slides | 15 minutes           | Planned out final presentation slides                                                             | <a href="#">link</a>                                                    |
| 3/17/23 | Final Presentation Slides | 2 hours & 20 minutes | Worked on final presentation slides                                                               | <a href="#">link</a>                                                    |
| 3/18/23 | Final Presentation Slides | 10 minutes           | Added transitions to pictures and slides                                                          | <a href="#">link</a>                                                    |
| 3/21/23 | Presentation Plan         | 2 hours              | Created a plan for my presentation                                                                | <a href="#">link</a>                                                    |
| 3/23/23 | Rehearsal Video           | 30 minutes           | Worked on rehearsal video                                                                         | <a href="#">link</a>                                                    |

Total hours: 73