**PERSONAL PROJECT TIMELINE for SEPTEMBER AND OCTOBER 2019/2020**

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| **SEPTEMBER 2019** |
| * Meet with the PP supervisor **by September 20,2019** * At the meeting update the supervisor on the work done during the summer- Process journal entries are required – hard copy or in digital format; **IT IS NOT ENOUGH JUST TO TALK TO THE SUPERVISOR** ABOUT THE PP PROGRESS - YOU HAVE TO **SHOW** EVIDENCE OF THE WORK DONE * Make detailed, weekly plan for the PP development steps * Devise the criteria / specifications for the product/outcome * Select, evaluate and acknowledge information-keep notes in the PP journal * Arrange the next meeting in October with supervisor * Keep record /notes of the meetings with supervisor |
| **OCTOBER 2019** |
| * Meet at least ONCE with supervisor before the end of October 2019 * Finalize the criteria/specifications for the product/outcome- keep the supervisor informed * Work on product and keep PP journal entries and notes on regular basis * Communicate with supervisor on regular basis |