

Project Activity Log

Learner Name _____ Learner number _____

Centre Name _____ Centre Number _____

Unit Name Foundation project Unit number Unit 1

Teacher Assessor _____

Proposed project title Creative and Media Diploma Website.

This form should be used to record the process of your project and be submitted as evidence with the final piece of work.

You may want to discuss:

- what you have done (eg, from one week to the next)
- if you are working in a group, what discussions you have had
- any changes that you have or will need to make to your plans
- what resources you have found or hope to find
- what problems you are encountering and how you are solving them
- what you are going to do next

Date	Comments
28/1/09	Today we wrote out the first draft of our project proposal forms
30/1/09	Redrafted and typed up project proposal and sent it to
11/2/09	I reviewed a range of websites I will need to print out these websites to include in my project
13/2/09	I wrote my introduction to my project
25/02/09	I wrote my questionnaire and gave it out to the group
27/2/09	I collected my questionnaire back in and made a spreadsheet of my results in excel.
28/02/09	Formatted my disc for the project to go on.
3/3/09	I wrote my mindmap and looked at the results of my survey to help me to decide on my project.
4/3/09	I started to copyright my website
11/3/09	Designed each page of my website on paper
1/4/09	I started to produce my website
8/4/09	Second milestone meeting with Jil
15/4/09	Today I changed the layout of the home page and project resources page.
16/4/09	I started on Bridgy Crews home page
17/4/09	Formatted my disc
6/5/09	Finished building my website and presented it to everyone in my project group. Everyone really liked it. I handed in all my work.