

Intern's Weekly Log and Time Sheet

Intern Name: _____ Supervisor's Name: _____

For the week of: Monday, _____ to Friday, _____

Hours Worked	Daily Analytical Journal
Total hours worked this week: _____	Explain any significant changes to your normal weekly working hours(absences, make-up time, overtime, etc):
Monday: From _____ to _____	Journal Entry:
Tuesday: From _____ to _____	Journal Entry:
Wednesday: From _____ to _____	Journal Entry:
Thursday: From _____ to _____	Journal Entry:
Friday: From _____ to _____	Journal Entry:
Saturday/Sunday(if applicable): From _____ to _____	Journal Entry:

I confirm the accuracy of this log: _____
Supervisor's signature
Date