

Dr. Tracy Bridgeford ([tbridgeford@unomaha.edu](mailto:tbridgeford@unomaha.edu))  
 Technical Communication, Fall 2010

## Individual Deliverables

### Individual Activity Log

Summarize the group's performance overall, providing rich details and examples as support. Attach the Group Activity Log before submitting.

**Student's Name**

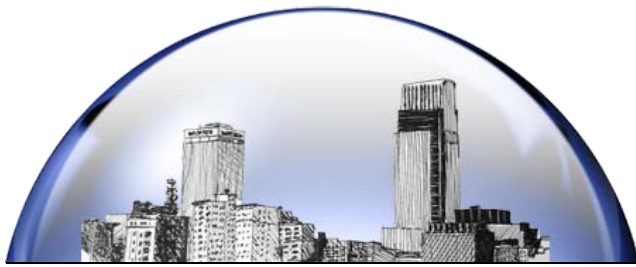
[Click and type project title here]

**Date**

[Click and type date here]

**Project Title**

<b>Log</b>	<i>Activities</i>	<i>Action Steps</i>	<i>Rationale (for action steps)</i>
(List and explain all activities in terms of the group's performance on this project.)	<b>Refers to all events, research, discussions, sessions, and work in which the individual member engaged while working on the project.</b>	<b>Refers to specific procedures resulting from the events, discussions, sessions, and work. Steps can lead to new understandings, research, definitions, procedures, and so on.</b>	<b>Refers to the justification for the action and its relevance to the project's success.</b>
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<b>Problems &amp; Resolutions</b>	<i>Problems</i>	<i>Action Steps</i>	<i>Resolution (or plan for resolution)</i>
(Report any problems affecting the outcome of the project and your plan for resolving them. This section DOES NOT refer to perfunctory problems such as finding a time to meet.)			
<i>Signature</i>			<i>Date</i>