SAMPLE HCM 422 Internship Log

<table>
<thead>
<tr>
<th>Student’s Name</th>
<th>Registered Hours__________</th>
</tr>
</thead>
<tbody>
<tr>
<td>HCM 422 Internship, semester, year</td>
<td>Course Hours Required_______</td>
</tr>
<tr>
<td>Site Location</td>
<td>Weekly Hours Necessary______</td>
</tr>
<tr>
<td>Supervisor’s Name</td>
<td></td>
</tr>
</tbody>
</table>

Weekly Log #_____

Monday, Date (Start-_______ Lunch_______ Finish_______ = _____ hours)

Provide a paragraph summary of activities, meetings, projects, assignments, and/or names of personnel (and their titles) which you were involved with during this day on your internship

Tuesday, Date (Start-_______ Lunch_______ Finish_______ = _____ hours)

Provide a paragraph summary of activities, meetings, projects, assignments, and/or names of personnel (and their titles) which you were involved with during this day on your internship

Wednesday, Date (Start-_______ Lunch_______ Finish_______ = _____ hours)

Provide a paragraph summary of activities, meetings, projects, assignments, and/or names of personnel (and their titles) which you were involved with during this day on your internship

Thursday, Date (Start-_______ Lunch_______ Finish_______ = _____ hours)

Provide a paragraph summary of activities, meetings, projects, assignments, and/or names of personnel (and their titles) which you were involved with during this day on your internship

Friday, Date (Start-_______ Lunch_______ Finish_______ = _____ hours)

Provide a paragraph summary of activities, meetings, projects, assignments, and/or names of personnel (and their titles) which you were involved with during this day on your internship

Hrs for Week/ Total Hrs Completed/ Required Hrs: ________/________/_______