

MERIVALE HIGH SCHOOL CO-OPERATIVE EDUCATION
DAILY LOG SHEET #11

WEEK OF _____ DATE DUE _____ HANDED IN _____

STUDENT _____ STUDENT SIGNATURE _____

EMPLOYER _____ SUPERVISOR SIGNATURE _____

SUPERVISOR COMMENTS _____

EVALUATION /10
 Log needs improvement in checked areas:

- ACCURACY
- GRAMMAR/SPELLING
- COMPLETENESS
- LEGIBILITY/NEATNESS
- DESCRIPTION OF TASKS/DUTIES

PLEASE NOTE: CO-OP LOGS MUST BE READ BY A SUPERVISOR & VALIDATED BY HIS/HER SIGNATURE ONLY IF THE STUDENT HAS FILLED IN TASKS PERFORMED AND HOURS WORKED. PLEASE CONTACT MERIVALE COOP at 613-224-1807 ext. 238 SHOULD YOU HAVE ANY CONCERNS WITH THIS PROCESS.

Describe learning at the placement and chart progress made with all assigned tasks. Acknowledge interaction with customers, supervisors, co-workers and coop teacher. *If absent — cite reason & acknowledge phone call to placement and school in log.*

TOTAL HOURS

Monday _____

IN _____
 OUT _____
 TOTAL _____

Tuesday **Remember to meet with your coop teacher BEFORE going to your placement!** _____

IN _____
 OUT _____
 TOTAL _____

Wednesday _____

IN _____
 OUT _____
 TOTAL _____

Thursday _____

IN _____
 OUT _____
 TOTAL _____

Friday _____

IN _____
 OUT _____
 TOTAL _____

MERIVALE HIGH SCHOOL CO-OPERATIVE EDUCATION
WEEKLY JOURNAL #11

Use the following sentences to help you get started this week

- *Criticism of your work can be hard to handle. I deal with it by ...*
- *When something is difficult I*
- *I had a positive experience this week when*
- *An interesting aspect of my work is ...*
- *At my workplace, the attitude they expect me to have is ... because ...*

<p>EVALUATION /10</p> <p>Journal needs improvement in:</p> <p><input type="checkbox"/> GRAMMAR/SPELLING</p> <p><input type="checkbox"/> CONTENT</p> <p><input type="checkbox"/> CLARITY of THOUGHT</p> <p><input type="checkbox"/> PUNCTUATION</p> <p><input type="checkbox"/> NEATNESS</p> <p><input type="checkbox"/> OTHER _____</p> <p>_____</p>

⚡ PLEASE NOTE: ALL CO-OP LOGS MUST BE VALIDATED BY A SUPERVISOR'S SIGNATURE or his/her DESIGNATE. THIS LOG SHEET IS TO BE ENDORSED ONLY IF THE STUDENT CONCERNED HAS FILLED IN TASKS PERFORMED AND HOURS WORKED.