



Computer Lab Daily Journal



Instructions: Create a document similar to the one below. Keep a daily journal of all your completed activities performed in the computer lab. Submit a copy of your daily journal at the end of every week to your computer lab instructor.

Name: _____

Journal Start Date: _____

Journal End Date: _____

Program: _____

Instructor: _____

<u>Date</u>	<u>Time IN</u>	<u>Time OUT</u>	<u>Work Completed</u>
_____	_____	_____	_____
_____	_____	_____	_____

<u>Date</u>	<u>Time IN</u>	<u>Time OUT</u>	<u>Work Completed</u>
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_____	_____	_____	_____

<u>Date</u>	<u>Time IN</u>	<u>Time OUT</u>	<u>Work Completed</u>
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<u>Date</u>	<u>Time IN</u>	<u>Time OUT</u>	<u>Work Completed</u>
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<u>Date</u>	<u>Time IN</u>	<u>Time OUT</u>	<u>Work Completed</u>
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<u>Date</u>	<u>Time IN</u>	<u>Time OUT</u>	<u>Work Completed</u>
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<u>Date</u>	<u>Time IN</u>	<u>Time OUT</u>	<u>Work Completed</u>
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