WEEKLY self	$-\Delta (a)$	Track spread progress by writing what you worked on each day. Be specific about the tasks completed to meet your deadline.
MONDAY		COMMENTS
TUESDAY		COMMENTS
WEDNESDAY		COMMENTS
THURSDAY		COMMENTS
FRIDAY		COMMENTS
SPREAD/S:	FINAL DUE DATE:	GRADE I EARNED:
SPREAD CO-WORKERS:	COMMENTS:	

