Internship Log (Template)  
Name ________________________________

Site of internship ________________________________

Supervisor info  
name ________________________________  
e-mail ________________________________  
phone ________________________________

Week One:  (Note: The number of weeks will vary, according to the specific internship.)

Synopsis / listing of activities/tasks  (Note: Omit any days not needed, such as Sunday)

Monday
Tuesday
Wednesday
Thursday
Friday
Saturday
Sunday

Reflective paragraph about the week’s activities/tasks  (Please be concise but complete. Please be sure to structure paragraph with a topic sentence and to stick to that “idea” with all development.)

enter paragraph here

Hours completed this week _____  Hours completed to date _____ of 150 total.
Week Two:  (Note: The number of weeks will vary, according to the specific internship.)

Synopsis / listing of activities/tasks  (Note: Omit any days not needed, such as Sunday)

Monday
Tuesday
Wednesday
Thursday
Friday
Saturday
Sunday

Reflective paragraph about the week’s activities/tasks  (Please be concise but complete. Please be sure to structure paragraph with a topic sentence and to stick to that “idea” with all development.)

enter paragraph here

Hours completed this week _____  Hours completed to date _____ of 150 total.
Week Three: (Note: The number of weeks will vary, according to the specific internship.)

Synopsis / listing of activities/tasks (Note: Omit any days not needed, such as Sunday)

Monday
Tuesday
Wednesday
Thursday
Friday
Saturday
Sunday

Reflective paragraph about the week’s activities/tasks (Please be concise but complete. Please be sure to structure paragraph with a topic sentence and to stick to that “idea” with all development.)

enter paragraph here

Hours completed this week ______ Hours completed to date _____ of 150 total.
Week Four:  (Note: The number of weeks will vary, according to the specific internship.)

Synopsis / listing of activities/tasks  (Note: Omit any days not needed, such as Sunday)

Monday
Tuesday
Wednesday
Thursday
Friday
Saturday
Sunday

Reflective paragraph about the week’s activities/tasks  (Please be concise but complete. Please be sure to structure paragraph with a topic sentence and to stick to that “idea” with all development.)

enter paragraph here

Hours completed this week _____  Hours completed to date _____ of 150 total.
Week Five:  (Note: The number of weeks will vary, according to the specific internship.)

Synopsis / listing of activities/tasks  (Note: Omit any days not needed, such as Sunday)

Monday
Tuesday
Wednesday
Thursday
Friday
Saturday
Sunday

Reflective paragraph about the week’s activities/tasks  (Please be concise but complete. Please be sure to structure paragraph with a topic sentence and to stick to that “idea” with all development.)

enter paragraph here

Hours completed this week ______  Hours completed to date _____ of 150 total.
Week Six: (Note: The number of weeks will vary, according to the specific internship.)

Synopsis / listing of activities/tasks (Note: Omit any days not needed, such as Sunday)

Monday
Tuesday
Wednesday
Thursday
Friday
Saturday
Sunday

Reflective paragraph about the week’s activities/tasks (Please be concise but complete. Please be sure to structure paragraph with a topic sentence and to stick to that “idea” with all development.)

*enter paragraph here*

Hours completed this week _____ Hours completed to date ____ of 150 total.
**Week Seven:** *(Note: The number of weeks will vary, according to the specific internship.)*

Synopsis / listing of activities/tasks *(Note: Omit any days not needed, such as Sunday)*

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Reflective paragraph about the week’s activities/tasks *(Please be concise but complete. Please be sure to structure paragraph with a topic sentence and to stick to that “idea” with all development.)*

*enter paragraph here*

Hours completed this week _____ Hours completed to date _____ of 150 total.
Week Eight: (Note: The number of weeks will vary, according to the specific internship.)

Synopsis / listing of activities/tasks (Note: Omit any days not needed, such as Sunday)

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Sunday

Reflective paragraph about the week’s activities/tasks (Please be concise but complete. Please be sure to structure paragraph with a topic sentence and to stick to that “idea” with all development.)

enter paragraph here

Hours completed this week _____ Hours completed to date _____ of 150 total.
Week Nine:  (Note: The number of weeks will vary, according to the specific internship.)

Synopsis / listing of activities/tasks  (Note: Omit any days not needed, such as Sunday)

Monday
Tuesday
Wednesday
Thursday
Friday
Saturday
Sunday

Reflective paragraph about the week’s activities/tasks  (Please be concise but complete. Please be sure to structure paragraph with a topic sentence and to stick to that “idea” with all development.)

enter paragraph here

Hours completed this week _____  Hours completed to date _____ of 150 total.
Week Ten:  (Note: The number of weeks will vary, according to the specific internship.)

Synopsis / listing of activities/tasks  (Note: Omit any days not needed, such as Sunday)

Monday
Tuesday
Wednesday
Thursday
Friday
Saturday
Sunday

Reflective paragraph about the week’s activities/tasks  (Please be concise but complete. Please be sure to structure paragraph with a topic sentence and to stick to that “idea” with all development.)

enter paragraph here

Hours completed this week ______  Hours completed to date _____ of 150 total.