

Assessment 4: Student Observation Log (SOL)
 Weighting: 5% (Individual) – added to individual score in the final report
 Due Date: Week 4, 6 & 10

Please Note: You must be present in class and ready with your materials when the lecturer comes to your group to view progress to receive a mark for that week.
 If you are absent, without a medical certificate, you will receive zero (0) for the SOL that week.

Week 4	Student ID: Name:	Student ID: Name:	Student ID: Name:	Student ID: Name:	Student ID: Name:	Student ID: Name:
I have signed the group contract (ACS Group Report Commitments document) which shows available days, contact details and preferences.						
I have connected with my group members on the agreed communication channel (e.g. Facebook, What's App).						
I helped to create a report template which includes a clear Title Page in Google Docs with all group members and the teacher added with editing rights.						
TOTAL out of 3	/3	/3	/3	/3	/3	/3
Week 6						
I can state clearly my scope of discussion (1 st or 2 nd part of the report, likely heading).						
I have Source 1 relevant to my section of the report with the evidence to be used highlighted - shown to the teacher.						
I have Source 2 relevant to my section of the report with the evidence to be used highlighted - shown to the teacher.						
TOTAL out of 3	/3	/3	/3	/3	/3	/3
Week 10						
I have written one recommendation related to my section of the report and added it to the group report document.						
I have written reference list entries for my sources and added them to the group report document.						
I have written my body paragraph and added it to the group report document.						
I have contributed to the group report through comments and edits made in the Google Doc and in class (my teacher can observe this).						
TOTAL out of 4	/4	/4	/4	/4	/4	/4
SOL TOTAL						
TOTAL out of 10	/10	/10	/10	/10	/10	/10