**Department of Finance and Economics**

# McCoy College of Business Texas State University

**Weekly Log of Intern’s Activities**

Name of Intern:

Log for Week of (begin week on Monday):

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **Supervisor** | **Time on task****(1/2 hour increments)** | **Activity (confidential material should not be disclosed)** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **Total Hours for Week** |  |  |

Signature of Intern:

Signature of Employer-Supervisor: