### Daily Journal

<table>
<thead>
<tr>
<th>Date:</th>
<th>Time in:</th>
<th>Time</th>
<th>Make up time needed? (Yes or No)</th>
<th>*If yes: How much time &amp; when will you make it up?</th>
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**What assignments, tasks, or projects did you work on today?**

**Answer:**

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**Did you finish all of your work? If you didn’t finish, please give a short reason why it didn’t get done.**

**Answer:**

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**Did you have any meetings today? If yes, please indicate the name(s) of the meeting and some things that you learned and/or that you found interesting (good and/or bad).**

**Answer:**

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**How can you relate any of the work that you did today or what you learned in meetings to the type of advocacy that MAC does?**

**Answer:**

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**How did the work I did today (including things I learned at meetings) help me work toward my goals?**

**Answer:** T