

Science Research Project Conference Report

Bring a copy of the relevant Checkpoint List and your Project Data Book to all conferences.

Name _____ Date _____ Time _____

To Be Completed Before the Conference

- * **Put post-it notes on the relevant portions of your Project Data Book.**
- * **Be prepared to explain or answer questions about this work.**

1. ***Evidence that you have completed each of the tasks assigned during the last conference.**
2. ***List additional completed tasks beyond those assigned. Provide evidence that you have completed these additional tasks.**
3. ***Which items on the Checkpoint List do you feel you have accomplished?**
4. **What problems did you encounter with completing the assigned tasks? How did you seek solutions to these problems?**
5. **What tasks do you feel would be the most appropriate next steps to be accomplished before the next meeting?**

