Progress Table and Timeline

Name: Date:

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| --- | --- | --- | --- | --- | --- | --- |
| **Objectives** | **Success Criteria**  | **Actions** | **Implementation** | **Intended Date of Completion** | **Actual Date of Completion** | **Notes** |
| What do I want to be able to do or do better? | How will I recognize success/completion? How will I review and measure my improvement? | What measures will I use to achieve my learning objectives? | How will I practice and apply what I learn? | When can I expect to complete this task? | When is this task completed? What has verified the completion of this task? | Are there any details that I should keep in mind as I finish this task? Are there any details that I should keep in mind for future reference? |
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