PERSONAL SURVEY OF THE WORK IN GROUP

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Name: **Surnames:** **Date: ___/___/___**
Subject: **Group:** **Final format (Paper/Web):**
Teacher: **N. of people in the group of collaborative writing:**
Do you work besides studying? YES / NOT (hours per week, in case yes): ____h

TEMPORAL DEDICATION IN NON-PRESENT ACTIVITIES AND IN TUTORSHIP OF THE WORK IN GROUP (unit of effort: hours)

(when finished, had it in to the teacher,inside a closed envelope with your name and surnames on it)

	Weeks									
Items	1	2	3	4	5	6	7	8	9	10
Dates(Dd/mm-Dd/mm)										
Decision of the topic										
Search of information(libraries, webs,...)										
Structuring the document information										
Writing documents										
Inclusion of images in the document										
Homogenization of the single discourse of the document										
Final format of the document in Web page										
Final format of the document in paper										
Preparing an oral presentation										
Exchange of files and other material										
Visits – Interviews with experts of the topic										
Journeys										
Tutorship in person with the teacher										
Tutorship with teacher through telematic means										
Meetings in person of the group members										
Distant communication among the group members (phone, Wiki, e-mail, chat, ...)										