

### Volunteer Notes

The purpose of this form is to track student progress in relation to teaching methods. Every volunteer will be required to fill out this sheet at the end of each session. See example below.

\*Form was created by Charles Dowis of the CBOB UCF Chapter. It has been slightly modified to fit the structure of the Triunfadores College Prep Program.

Student: Jessica Diana

Tutor: Jessica Diana

Track: 1

Date: August 1, 2020

Time Started: 4:45 PM

Time Ended: 5:30 PM

Item	Brief notes
Ex: Math	<ul style="list-style-type: none"> <li>- Practiced ~10 minutes on Math Facts</li> <li>- Worked out ten problems on addition and subtraction of decimals (one decimal place)</li> <li>- Did well on the worksheet</li> </ul>
Ex. Reading	<ul style="list-style-type: none"> <li>- Fluency: 87 words per minute</li> <li>- Worked together on the passage <i>Emma's Favorite Food</i></li> <li>- Had problems with a few vocabulary words</li> </ul> <p style="color: red; margin-top: 10px;">*Try to make notes measurable so we can track progress Ex: Fluency of 87 wpm is great note, next time we can check for improvement</p>
<p>Next Meeting:</p> <ul style="list-style-type: none"> <li>- Work on addition and subtraction of decimals (with two decimal places)</li> <li>- Fluency practice</li> <li>- Make flashcards of the vocabulary words they struggled with to play a concentration game</li> </ul>	

Concerns: N/A

Student:

Tutor:

Track:

Date:

Time Started:

Time Ended:

<b>Item</b>	<b>Brief notes</b>
Next Meeting:	

Concerns: