

**Department Of Counselor Education
Practicum/Internship
Community Counseling
Family Counseling
Weekly Time Log**

Student _____

Week of _____

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
7:00							
8:00							
9:00							
10:00							
11:00							
12:00							
1:00							
2:00							
3:00							
4:00							
5:00							
6:00							
7:00							
8:00							
9:00							

Direct Service Hours

_____ Individual Counseling
 _____ Group Counseling
 _____ Family Counseling
 _____ Consulting

Indirect Service Hours

_____ Coordinating (e.g. data gathering
 referrals, events, scheduling,
 meeting, preparing, planning,
 coordinating)
 _____ Appraisal (e.g., testing, observing,
 data gathering)
 _____ Professional Development
 _____ Supervision (on-site and university)
 _____ University Seminar

Totals

This Week:

_____ Total Direct
 _____ Individual
 _____ Group
 _____ Family
 _____ Total Indirect
 _____ Total Hours

Semester-to-Date

_____ Total Direct
 _____ Individual
 _____ Total Indirect
 _____ Total Hours