APPENDIX C.

SAMPLE LABOR LOG

You can access the most recent version of the labor log that I give to my students to use before the first day of each course online (http://tinyurl.com/y7e6rpms). It is a Google Sheets, which has formulas and graphs. The formulas also use links to another online spreadsheet that I use to keep track of all labor numbers. Using such interconnectivity in the spreadsheets can take some time to figure out, so I suggest starting with just having students use the spreadsheets as logs.

Figure C.1. Screen capture of Labor Log Version 8 from Google Sheets.

Each session of labor is recorded in a row of data in the labor log, so each column asks for a small bit of information about each session. While I'm often tweaking the columns of data I ask students to record in their logs, these data have been the most stable over the last few years:

- Duration (in minutes)
- Date of session
- Description of session
- Type of session (e.g., reading, writing, research, or other)
- Start time of session
- Location of session
- Engagement rating (1-5)
- Number of Slacks/Tweets

- Week of term/quarter/semester

See the screen capture of what my most current labor log looks like as of this writing, and how I've filled it in for my own labor, as a way to demonstrate.