

****GRAD STUDENT'S NAME**'S REPORTS**

1. REPORT OUTLINE

Before our meeting each week, type up a new section containing the following information.

- (1) **Project Goals** (One-sentence for each project). This won't change from week to week but will help remind us of the big picture. Include one for each project that you are working on.
- (2) **Last week.** Include:
 - (1) Your goals from last week;
 - (2) What you accomplished.Provide documentation.
- (3) **Problems/proposed solutions.** What problems have come up that haven't been solved, what do you propose to do about them, and/or how I can be helpful?
- (4) **This week.** Your to-do list for this coming week, example/experimental plans, reading plans, etc. These are subject to change after our meeting. As much as possible, please prioritize. It can also include descriptive to-dos for other people involved in your research.

Each week, use MathSciNet to update your refs.bib file.

2. REPORT ****DATE HERE****

REFERENCES