

301 Formal Proposal Writing Schedule

	Activity/Objective	Time
1	Unit Two Reflection Blog -Review the peer review on Formal Report Proposal and revise it	Feb 28 th -March 3 rd
2	Start with drafting the Formal Report -Work on all necessary research for Formal Report -Organize the data and create visuals	March 3 rd – March 10 th
3	Drafting Formal Report -Complete all necessary research for Formal Report -Analyze and create charts for the survey	March 10 th – March 16 th
4	Peer Review of Formal Report Draft -Feedback on team member's formal report -Revise for draft report	March 16 th -March 19 th
5	Reflection Blog on the Formal Report -Revise for draft report based on peer review -Summarize the experience of Unit three	March 19 th – March 22 nd
6	Formal Report Due	March 22 nd – March 26 th