Action Plan

(this is your to do list)

What?	Who?	When?	How Did it go?
What needs to be done? Do you need to make fliers? Schedule appointments etc?	Who needs to be involved? You, your mentor, a principal?	When are you going to do this? What day are you meeting with your mentor and what time?	Fill this part out after you do those things….Reflect on how things went? Did it go as planned? Did you need to make changes?