

Task Responsibility Sheet

Group Members: (1) _____ (2) _____
 (3) _____ (4) _____ (5) _____

Please take explicit notes of what each team member contributes to the project. Include individual tasks and group meetings. If necessary, attach a separate sheet. **Each member needs to sign and date this sheet at the bottom before turning it in to Dr. H. This sheet must be turned in on the last day of class (Dec. 1).**

TASK (research, calls, writing, design, etc.)	NAME	DATE OF ACTION
1.		
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I place my signature below to state that I performed each action attached to my name above. (Please place the date you signed beside your signature.)