Experience Record Book - 2012 Sheet 1

Name MALA Associate No. XXX

Advisor:

Experience Type:

Projec	Job Number - Job Name												Job Number- Job Name																					
Mth.	January				February				March				January				February				March				April				May					
Wk.	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	Hours	Days
1. Advisory, Consulting & Pre-Design																																		
Gathering of Background Information 1A																																	0.00	0.00
Site Analysis 1B																																	0.00	0.00
Evaluation and Interpretation of Data 1C																																	0.00	0.00
Feasibility Studies 1D																																	0.00	0.00
Development Program 1E																																	0.00	0.00
Preliminary Budget Estimate 1F																																	0.00	0.00
2. Conceptual Design A																																		
Conceptual Plans/Sketches 2A																																	0.00	0.00
Study Models 2B																																	0.00	0.00
Presentation Drawings & Reports 2C																																	0.00	0.00
Preliminary Cost Estimate 2D																																	0.00	0.00
3. Detail Design B																																		
Planting Plan 3A																																	0.00	0.00
Layout & Materials Plan 3B																																	0.00	0.00
Site Grading Plan 3C																																	0.00	0.00
Irrigation and Lighting Plan 3D																																	0.00	0.00
Construction Details 3E																																	0.00	0.00
Contract Documents 3F																																	0.00	0.00
Technical & Plant Specifications 3G																																	0.00	0.00
4. Contract Administration																																		
Site Instruction/Change Orders 4A																																	0.00	0.00
ɔject Management, Site Meetings, and Inspections 4B																																	0.00	0.00
Progress Claims, Holdbacks, Deficiencies 4C																																	0.00	0.00
Certificates of Completion and Acceptance 4D																																	0.00	0.00
5. Other Experience																																		
Proposal Writing																																	0.00	0.00
Public/Private Workshops																																	0.00	0.00
Graphic Design																																	0.00	0.00
Client Meetings & Correspondence																																	0.00	0.00
Community Involvement																																	0.00	0.00
GIS Mapping																																	0.00	0.00
ommunity Development Plans/Land Selection Claims																																	0.00	0.00
Additional																																	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
	0.00				**0.00**				**0.00**				**0.00**				**0.00**				**0.00**				**0.00**				**0.00**				**0.00**	**0.00**