

Project Mid-Point Assessment

At the project's mid-point, the project supervisor and student research assistant(s) will meet and assess the development, progression, and final product(s) of the project.

Project Name:

Supervisor Name:

Research Assistant Name:

Number of Hours Awarded:

PROJECT GOALS

1. What are the goals of the project? If they have changed since your initial work plan meeting, have they been discussed? (Briefly list the project goals and any changes in the project's focus.)

TASKS & TIMEFRAME

2. What tasks have been completed up to this point and what tasks are remaining?

Tasks Completed	Tasks Remaining
a.	a.
b.	b.
c.	c.
d.	d.
e.	e.
f.	f.

Hours Spent:

Hours Remaining:

3. Target Date for Project Completion

(continued on next page)

(Project Midpoint Assessment continued)

4. What will be the final product(s) of the project?

BARRIERS & SOLUTIONS

5. What barriers, if any, have affected the project’s development and progression? What actions can the supervisor and research assistant take to reduce these barriers?

Barriers	Actions/Solutions
a.	
b.	
c.	
d.	

6. How can CURA assist?

Supervisor’s signature

date

Research assistant’s signature

date

Thank you for completing the Project Mid-Point Assessment! Please return a copy of this form and any pertinent attachments to Jeff Corn, CURA, 330 HHH Center, 301—19th Avenue South, Minneapolis, MN 55455, e-mail: curacbr@umn.edu, fax: 612-626-0273.