

Business Log Book

To enable this electronic form, first save then reopen as a PDF file as it will not function properly within a browser window. The current version of Adobe Acrobat Reader is required for full functionality.

- Computer version: https://acrobat.adobe.com/au/en/acrobat/pdf-reader.html
 Mobile app version to assist with form on devices: https://acrobat.adobe.com/au/en/mobile/acrobat-reader.html
- Log Book must be completed by student and signed by student and supervisor on conclusion of placement. It is an assessable item and submission is compulsory.
- · Charles Sturt University will handle your personal information contained in this form pursuant to its obligations contained in the Privacy and Personal Information Protection Act 1989 (NSW) and the university's Privacy Management Plan.

Subject		36221011		Campus		vioue
SECTION 1	: Student Details					
Family Name				First Name		
Student ID				Email		
SECTION 2	: Organisation De	tails				
Name of Organisation				Supervisor Name		
SECTION 3	: Log Book					
Example of	how to complete	this form correctly	y			
DATE	TASKS					HOURS WORKED
1-Jun-21	Attended meeting to discuss new work packages required					3
3-Jun-21	Conducted research on upcoming project for presentation					6
DATE	TASKS					HOURS WORKED

DATE	TASKS		HOURS WORKED
		Total Placement	Hours
SECTION 4:	Signatures		
Student's Name		Student's Signature	Date
Suponicor's N	amo	Supervisor's Signature	Date
Supervisor's Name		Supervisor's Signature	Date
		How to create a digital signature link	
		j j	
			Email to WPL Should submit button not work:
			email to Workplace Learning team. (business-wpl@csu.edu.au)

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