**CHARLES F.BRUSH HIGH SCHOOL**
**INTERNSHIP DAILY JOURNAL SHEET**

**Student Name _____**
**Salon Name _____**
**Date: Month _____ Day_____ Year_____**
**Total Hours Worked: (please circle) 3 4 5 6 7 8**
**(no 15 minute increments)**

**Time in:_____ Time out: _____**

**Total hours for the day _____**

**DIRECTIONS:**

1. **All journals must be completed in blue/black ink**
2. **No less than 3 hours and no more than 8 hours are permitted in one day**
3. **Journals are due every Monday- late journals will be graded as late**
   **(See Brush handbook for late assignments)**

**Services Performed:**

_____
_____
_____
_____

**Describe the daily events to include : disinfecting procedures, techniques observed; product knowledge, what tasks you performed and what tasks you observed.**
**Be specific and use the back of the sheet**

_____

_____

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**Comments and or concerns about the day**

Manager's Signature required _____
Upon student's completion of form