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| **Instructors Name** |  |
| **Organization** |  |
| **Course/Course Number** |  |
| **Inclusive Dates** |  |
| **TASK DESCRIPTION** | **START DATE** | **END DATE** | **HOURS** | **INSTRUCTOR SUPERVISOR INITIALS** |
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| **TOTAL HOURS:**  |

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| **SIGNATURES** |
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| **INSTRUCTOR SUPERVISOR** | **DATE** |  |
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| **TRAINING DEVELOPMENT ELEMENT CHIEF** | **DATE** |  |

In accordance with *AETC* *Master Instructor Guide,* para. 2.6.2. “At a minimum, the member should log professional project time, dates, and project details.”