

# MENTOR COMMUNICATION TRACKING LOG

Mentor \_\_\_\_\_ Protégé \_\_\_\_\_

Keep an ongoing log of meetings and conversations with your protégé. It can be helpful to refer to this list of conversations and topics on a regular basis to assist you and your protégé in tracking projects and goals. You will need to submit this log at the close of your mentoring term.

Date of Communication	Topics Discussed	Action Items	Notes

