Activity Log

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Name	Case Number	Case Manager	Dates

Approved Activities:	Job Application	Workshops	Childcare Search
	Job Interview	Job Club	Housing Search
	Phone call to Employer	Plan review	other (approved by Counselor)

Date / Time	Activity	Company Name and Address	Phone / Contact name	Follow-up or / Verifying signature	Time
7/1/04 / 9:30-11:30am	Job Club	Hennepin County WERC 330 S 12th St Mpls, MN 55404	612-348-8953 Jane Doe	Apply for job leads given/ Target and ABC company	2hrs
7/1/04 / 1-2pm	Job application	Target Corp 111 Nicollet Mall Mpls, mn 55406	612-111-2222 Sam Adams, HR	Report on app to Job club and call back in one week to ck on app	1hr
7/2/04 / 8:30-11:30	Am I Better Off Working Workshop	Hennepin County WERC 330 S 12th St Mpls, MN 55404	612-348-1111 Mike Brown	Attend next workshop on 7/3/04	3 hrs
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Total Time	

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				Total Time	