



## Pair Programming Log Instructions

|                       |  |
|-----------------------|--|
| <b>Purpose</b>        | This form is for recording time spent on individual programming assignments.   |
| <b>General</b>        | Time is recorded in minutes, using a 24-hr clock.<br>Keep a supply of blank forms handy so you will have one whenever you are working. Use as many forms as necessary.<br>Complete the form in your neatest handwriting. Do not maintain the form electronically unless you obtain special permission from the instructor. |
| <b>Header</b>         | Enter your names and the name of the assignment or module you are working on.  |
| <b>Date</b>           | Enter the date when the entry is made. (If subsequent entries are made on the same day, you may leave the field blank). Example: 10/24   |
| <b>Start</b>          | Enter the time when you start working on a programming phase.<br>Use 24-hour time, not AM/PM.<br>Example: 17:43  |
| <b>Stop</b>           | Enter the time when you stop working on that phase.<br>Example: 18:24  |
| <b>Interrupt Time</b> | Record any interruption time that was not spent on the task.<br>If you have several interruptions, record them with plus signs (to remind you to total them).<br>Example: 5+2  |
| <b>Delta Time</b>     | Enter the clock time you spent on the task, less the interrupt time. Don't record hours and minutes, just minutes.<br>Example calculation: From 17:43 to 18:24, less 7 minutes or 34 minutes, so record 34.<br>Example calculation: From 15:12 to 16:27, less 3 minutes is $60 + 15 - 3$ , so Record 72.                   |
| <b>Activity</b>       | Record the programming phase you were engaged in: Design, Coding, Compiling, or Testing.<br>Example: Coding  |
| <b>Notes</b>          | If you forget to record a time, promptly enter your best estimate. If you forget your Time Recording Log, note the times and copy them in your log as soon as you can.   |

An interruption is an unplanned distraction from your work. If you stop work to rest or do something else don't record it as an interrupt. Instead, record the stop time and begin a new entry when you start working again.