



**WEEKLY WRITING JOURNAL: Week of October 8<sup>th</sup> to 14<sup>th</sup>, 2018**

During the fifth week of my internship I was told by my supervisor that I would have to join her along for an important estimate of a twenty stories tall building in Manhattan. She needed me to come along with her to write down notes and take pictures of all spaces while she walked around each floor and told me what to write down and what to take a picture of. We walked through all of the floors of the building, once we were done I had a very good chunk of notes of what needed to be done with each space in the building, as well as what does each floor feature. After the estimate, the contractor emailed us the PDF file of the buildings blue prints to calculate how many apartments there are on each floor and what is the number of bedrooms and bathrooms of each apartment. I thought that this would be a significant amount of work to try and figure out the blue prints and to calculate all of these apartments.

Moving forward, I was sent to print the blue prints on a larger canvas. Once I picked the blue prints up my supervisor explained to me that she would like me to calculate how many one bedroom, two-bedroom, three-bedroom, duplexes and penthouses there are in the building. In addition to that I also had to include the square footage of each apartment. Before I started the calculations she also explained to me how I would go about finding the information on the blue prints and what to look for on these blue prints. I was excited to dig in and get started on this project for this week. She mentioned that the next few weeks I will be focusing mainly on this buildings contract and files. This week I enjoyed as I learned something completely new.