

Word Lesson**6****Challenge Yourself Project
9 Create a Company Summary****R**

Directions: After you have finished your project, determine whether you have completed the criteria listed in the left column. Fill in the checklist in the shaded columns below and then turn the rubric in to your teacher along with your project.

	Student Checklist		Teacher Evaluation
Criteria	Completed	Not Completed	Comments
Keyed a brief summary of your comic book company			
Included what the company will do			
Included who the company will appeal to			
Used e-mail to exchange summaries with a classmate			
Made comments and suggested changes for your classmate's summary			
Accepted or rejected the changes that your classmate suggested			
Saved the document as w6rev-[your first initial and last name]9			
Saved the summary document as a Web page			
Previewed the Web page in a Web browser			
Saved the Web page in a new Summary folder			