

# Access Lesson

# 1

## Challenge Yourself Project 9 Format an Unfinished Datasheet



**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           |
| Opened the Camp database   |                   |               |                    |
| Applied three formatting changes to Hart Lodge Activities query to make the datasheet more readable  |                   |               |                    |
| Applied three formatting changes to Spring Lake Activities query to make the datasheet more readable |                   |               |                    |
| Saved your database as instructed by your teacher  |                   |               |                    |