

Excel Lesson 3 Challenge Yourself Project 9 Create a Sales Worksheet



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.

| Criteria | Student Checklist | | Teacher Evaluation |
|---|-------------------|---------------|--------------------|
| | Completed | Not Completed | Comments |
| Created a new workbook | | | |
| Created a row for each frame size: 8" x 11", 11" x 13", and 13" x 17" | | | |
| Created a column for each month | | | |
| Calculated the total for each month | | | |
| Calculated the average for each month | | | |
| Calculated the minimum for each month | | | |
| Calculated the maximum for each month | | | |
| Double-checked your work | | | |
| Saved the workbook as e3rev-[your first initial and last name]9 | | | |

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