

**PowerPoint Lesson 1** **Challenge Yourself Project 11 Write Instructions**



**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
Chose a topic for the presentation			
Opened the data file HowTo			
Added text to the first slide			
Added text to the second slide			
Added text to the third slide			
Added text to the fourth slide			
Made sure the slides progressed in a logical order			
Proofread and checked spelling			
Saved the presentation as HowTo-[your first initial and last name]11			
Presented the presentation to your class			