

**PowerPoint Lesson 3 Challenge Yourself Project 11 Create an Employee Orientation**



**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 5- to 10-slide presentation about a country			
Included information about the customs			
Included information about the lifestyle			
Included information about the history			
Used slide masters to keep formatting consistent			
Created a company logo and placed it on the master			
Applied a design template			
Customized the color scheme to suit the presentation			
Proofread and checked spelling			
Saved the presentation as p3rev-[your first initial and last name]11			