Name _____ Period _____ Date_____

Advanced Word Lesson 1

Challenge Yourself Project 11 Create Your Custom Text Style

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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 document containing a table of annual net earnings from three different companies			
Inserted a page for the name of the report and a graphic			
After the table, wrote a short paragraph about your research experience with annual reports			
Included how to research annual reports			
Included how to navigate a company Web site			
Included how to find requested information			
Created a table from the information			
Created a custom table style			
Created a custom text style for the paragraph			
Applied the custom text style to the paragraph			
Saved the document as w1rev-[your first initial and last name]11			