

**Advanced Integrating Applications Lesson**

**3**

**Challenge Yourself Project 11 Introduce the Staff**



**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 Access database			
Asked your teacher how and where to save the database			
Included the name, position, and contact information for a legal advisor			
Included the name, position, and contact information for a media advisor			
Included the name, position, and contact information for an assistant			
Opened your i3rev-10 presentation			
Saved the presentation as i3rev-[your first initial and last name]11			
Added a slide that introduces these three staff members			
Copied the Access query and pasted it into the slide			