Name _____ Period _____ Date_____

| **Access** | **Portfolio Project 2 Create Queries** | **R** |

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**
Opened your BakeSale database			
Created the query *Class Size* to show which grades have the most students			
Used the Totals table to create the query			
Included all of the fields in the query			
Sorted in descending order by the TotalStudents field in the query			
Viewed your query in Datasheet View			
Created the query *Fundraiser Totals* to show which grades raised the most money			
Used the Totals table to create the query			
Included all of the fields in the query			
Sorted in descending order by the AmountRaised field in the query			
Viewed your query in Datasheet View			