

PowerPoint Lesson 4 Challenge Yourself Project 11 Finishing Touches



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 the presentation you created in Project 9 or the data file Activities			
Created a custom show showing fewer slides			
Included the Title slide			
Included the Summary slide			
Included the Goals slide			
Created a new slide listing the categories of activities you tracked			
Created a hyperlink to a new document or to a Web page			
Packaged the presentation for a CD			
Saved the presentation as p4rev-[your first initial and last name]11			